# Trevecca Nazarene College

**Catalog**
**76-77**

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## ACCREDITATION

Trevecca Nazarene College is accredited as a Senior College by the SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS. Membership in one of the six regional accrediting associations in the United States indicates that the college has been carefully evaluated and found to meet standards agreed upon by qualified educators. Trevecca's membership was reaffirmed for ten years in December, 1973.

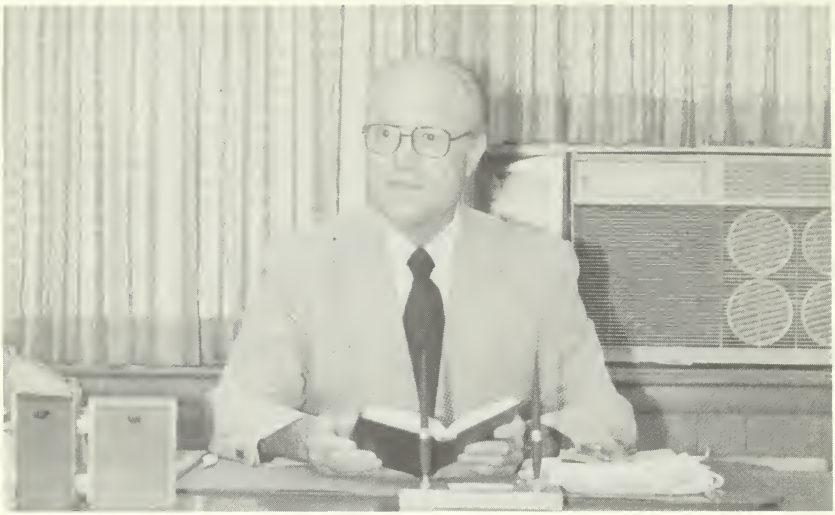
Its Teachers Education program is accredited by the Tennessee Department of Education. The College is approved by and has corporate membership in the American Association of University Women. Women graduates are eligible for membership in this association.

The College is a member of the Tennessee College Association, the Tennessee Council of Private Colleges, The Affiliated Independent Colleges of Tennessee, Inc., the American Association of Colleges of Teacher Education, and the Council for the Advancement of Small Colleges.

# Trevecca Nazarene College

Catalog
76-77

Nashville, Tennessee 3721



Many new students who come to Trevecca remark, "Everyone is so friendly and helpful."

Often student leaders express appreciations for the administration's willingness to listen to their concerns. One chapel each quarter is called, "Action Chapel." During this time members of the administration or faculty sit on the platform in open forum to hear and answer questions and concerns of the students and those of the college community.

Those of us on the faculty or in the administration chose Trevecca as a place to serve God because we desire to work with ambitious, creative students who wish to give something to life and to make something out of their lives. It is also a privilege to share with students who have not yet reached that point of commitment. We try to work together in understanding and love to reach our collective and individual goals.

Education plays a large part in the process of making a living and a life. This catalog is saying, "Here are the program opportunities for self-development, realization and fulfillment." Study it! Lay out a program for yourself! We will be glad to counsel with you and share our experiences and what we have learned with you in a friendly, helpful way.

Life is successful when you KNOW and DO the will of God. Trevecca offers opportunities, in a strong academic setting and a sound Christian environment, to search for the ultimate – God's will for YOU!

Mark R. Moore
President

# GENERAL INFORMATION

## PURPOSE

The purpose of Trevecca Nazarene College is to meet the need for quality education in the liberal arts, including selected professional, pre-professional and para-professional programs for students who seek preparation for a full life of service in the atmosphere of Christian commitment.

The specific objectives and continuing interests of the College are four-fold:

- That it reflect Christian principles,
- That it provide a quality academic program,
- That it be person-centered, and
- That it be service-oriented.

The primary function of the Trevecca Nazarene College faculty is to teach. The best staff members teach freshman as well as upper division students. Trevecca teachers also carry a heavy counseling load to students helping them in both academic and personal matters. The ratio of teachers to students is one to 20. Many classes have a lesser ratio. This allows a person-centered assignment for faculty and encourages faculty-student communication.

The College is dynamic in seeking to serve its students, the church, and society and has a selection of majors which allows specialization in selected fields. The College has not attempted to cover all fields; it has attempted to do well in those key areas it has entered.

These objectives are in keeping with the purpose and philosophy of the Church of the Nazarene, the College's sponsoring denomination. Trevecca's beliefs, expressed as Wesleyan, stress Christian love as the norm of all religious experience in its varied human relationships.

## THE BEGINNING OF TREVECCA

Trevecca Nazarene College is the official college of the Church of the Nazarene in the southeastern United States. It is the outgrowth of a training school for Christian workers established in 1901 by the Rev. J. O. McClurkan. In 1910 the curriculum was broadened to include high school and college courses to provide Christian education for laymen as well as ministers. This reorganization resulted in a charter granted to Trevecca College. The name Trevecca was taken from an institution in Wales of the same name established during the Wesleyan Revival of the 18th century.

In 1914 the College was moved from downtown Nashville to a site on Gallatin Road in East Nashville, and in 1935 was established at its present site facing Murfreesboro Road in southeast Nashville.

During these intervening years changes have occurred both in added facilities and in the academic program. Notable changes include: major acquisitions of land and improvements in the physical plant; discontinuance of the high school and other sub-college curricula; an

expanded four-year senior college curriculum in the Liberal Arts and Sciences with the first four-year graduating class in 1942.

Governing the College is a Board of Trustees elected by the several districts of the Church of the Nazarene which comprise the Southeast Educational zone: the Alabama, Central Florida, East Tennessee, Georgia, Kentucky, Mississippi, North Carolina, North Florida, South Carolina, South Florida and Tennessee districts.

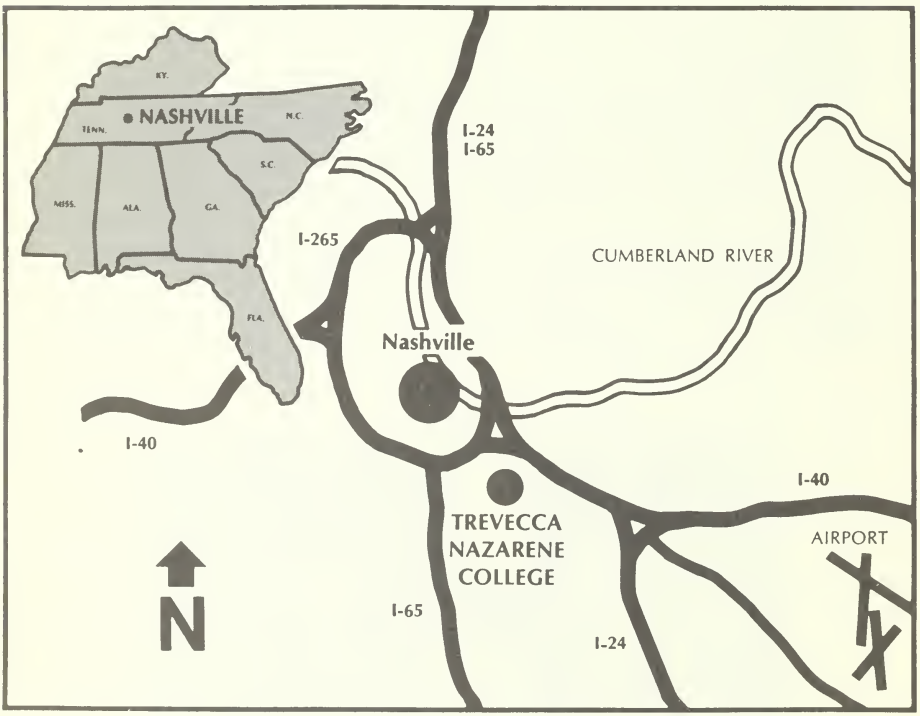
While Trevecca is an institution of the Church of the Nazarene, it is non-sectarian and welcomes students of any religious affiliation who subscribe to the ideals of the College and who qualify under its standards. The College is open to students of all races and national origins.

## LOCATION

The College is located on a hill in the southeast section of Nashville, overlooking the downtown area. It is three miles to Nashville Municipal Airport. The location of the College, easily accessible to downtown Nashville, provides excellent job opportunities for students, and with the modern transportation network is easy to reach from any point in the Southeast. It also provides an urban setting for investigations of problems by sociology, religion, and other service oriented departments. It furnishes field opportunities for education in cooperation with the METRO School System and for business administration in cooperation with local firms.

## HOW TO GET HERE

Students who plan to use the Nashville city buses should take the General Hospital-Murfreesboro Road line. Any bus on this line goes to the intersection of Alumni Drive and Murfreesboro Road and the campus entrance. By automobile the campus may be reached via U.S. Highway 41 leading off from Interstate 24, 40, or 65.



## CAMPUS BUILDINGS

McKAY HALL (1937), was named after Lula May Tidwell McKay who was a missionary to India. The building known as McKay Hall was one of the three original buildings on the campus when it was purchased in 1937. In 1954 McKay was partially destroyed by fire and was rebuilt in 1955. The former dormitory presently houses the campus print shop, art classrooms, and practice rooms.

SMITH HOUSE (1939), originally on the site where the library now stands, was formerly the President's Home. The house was moved to its present location behind McKay Hall in 1960. The building was named after Donnie Joel Smith, a student killed by lightning the day before his graduation from Trevecca in 1959. Smith House now serves as the residence for the Superintendent of Buildings and Grounds.

McCLURKAN HALL (1943), was named after the founder of Trevecca, Rev. J. O. McClurkan. Today the building houses our chapel, post office, bookstore, student government offices, and classrooms.

ADMINISTRATION BUILDING (1944), was one of the three buildings on the site purchased in 1937. The original structure was destroyed by fire in 1943, and the building was rebuilt one year later. Remodeled in 1965, the Administration Building now houses the offices of the President, Vice President, Development, Public Relations, Academic Dean, Dean of Students, Business Manager, Registrar, Admissions, Financial Aid, Alumni, Communications Center, Student Employment, Teacher Education, and the President's Conference Room.

TIDWELL FACULTY CENTER (1947), Tidwell Hall was built for use as a men's dormitory. The building was named in honor of the first student to enroll at Trevecca in 1901 — Rev. W. M. Tidwell, a long-time pastor of Chattanooga First Church of the Nazarene.

In 1974 Tidwell Hall was remodeled into a Faculty Center which now houses the majority of faculty offices, faculty conference rooms and lounges. Maintenance and security offices are located in the basement as well as the radio station.

WAKEFIELD FINE ARTS BUILDING (1954). The November 1975 Founder's Day activities included the naming of the Fine Arts Building after Mr. A. C. Wakefield, a longtime song evangelist, for his contribution to church music. It houses classrooms, the 225 seat Wakefield Auditorium, band and choral practice rooms, private music practice rooms, and faculty offices.

BUD ROBINSON STUDENT CENTER (1954), was named after "Uncle Buddy" Robinson who was a pioneer evangelist in the Church of the Nazarene. The building was remodeled in 1965 to house the 250 seat cafeteria on the main floor while providing resident housing for women on the second floor.

MACKEY LIBRARY (1961), was named after Dr. and Mrs. A. B. Mackey in recognition of their long years of dedicated service to the college. In

addition to its 76,170 volumes, the library also houses the library staff offices, curriculum library, learning resources center, audio-visual, archives, and special collection rooms.

THE PRESIDENT'S HOME (1963), is the home of our President and his wife, Dr. and Mrs. Mark R. Moore.

JOHNSON HALL (1963), was named after Sadie Agnew Johnson and serves as a residence hall for 100 women as well as housing the College Center and Snack Shop and game area.

GEORGIA HALL (1966), was built as a residence hall for 120 women and includes the student dispensary and nurse's quarters. Georgia Hall was named for the Georgia District in recognition of their Educational Budget being paid in full during 1966.

WISE HALL (1966), is a residence hall for 48 men. The building was named in honor of Rev. H. H. Wise, a longtime pastor of Nashville First Church and a strong, loyal supporter of Trevecca.

TENNESSEE HALL (1966), was named in recognition of the Tennessee District for their Educational Budget being paid in full in 1966. It serves as a residence hall for 100 women.

SCIENCE AND BUSINESS BUILDING (1969), houses the science, business, math, and history departments as well as laboratories, classrooms, and faculty offices.

PHYSICAL EDUCATION CENTER (1969), includes a gymnasium, olympic swimming pool, handball courts, exercise rooms, a number of classrooms, locker rooms, and faculty offices.

REDFORD & SHINGLER APARTMENTS (1971). Redford Apartments were named after Rev. and Mrs. M. E. Redford who gave longtime service on the Trevecca faculty. The Apartments contain 30 one bedroom apartments for married student housing.

The 20 one bedroom apartments of Singler Apartments for married students were named after Mr. T. J. Shingler who was the founder of Southeastern Nazarene College in 1912. The college eventually merged with Trevecca in 1919.

BUSH APARTMENTS (1973), were named after Miss Carrie B. Bush, a loyal friend and benefactress of the college. The 10 two bedroom apartments are for married students, faculty, and staff housing.

BENSON HALL (1974), was named in recognition of Mr. John T. Benson, Sr. and Dr. John T. Benson, Jr. for their loyal support of Trevecca. Benson Hall serves as a residence hall for 266 men. Within the building is a laundry room, game room, and day room.

TREVECCA HEALTH CARE CENTER (1976), has been built by a general partnership which includes Mr. T. E. Jones, Mr. Don Jernigan, and Mr. Robert Whitcomb. The 2½ acre site was made available by the college. Trevecca Health Care Center is a 250 bed, five story, $4,000,000

facility which will provide Medical Allied Health training opportunities as well as job possibilities.

## ALUMNI ASSOCIATION

The Alumni Association, which has chapters scattered throughout the world, is designed to maintain and foster graduate and former student involvement in the life of the college.

The Director of Alumni Relations from his on-campus office coordinates the annual drive for scholarship funds and alumni participation in Homecoming activities and Alumni Day at Commencement. The T-Club, an athletic booster club, is an auxiliary organization of the association.

*TREVECCAN* is the official publication of the college and conveys information about the college to constituents and alumni. Published approximately six times a year by the Public Relations office, it includes the former Alum' News.

## LECTURESHIPS

### John T. Benson Lectures

In memory of the late John T. Benson, Sr., long a supporter and benefactor of Trevecca Nazarene College, his son, John T. Benson, Jr., has provided a fund which makes possible each year a special series of lectures with an evangelistic emphasis. Recent past lectures have included Mr. Gerald Johnson, Executive Secretary of World Missions, Dr. G. B. Williamson, General Superintendent Emeritus, Bob Benson, Vice President, Benson Publishing Co.

### The Staley Distinguished Christian Scholar Lectures

Since 1947 the Student Council has sponsored an annual lecture series by a layman aimed at providing inspiration in various fields of cultural and professional interest. The Thomas F. Staley Foundation of New York began funding these lectures in 1972 and in 1976 provided an endowment for funding these annual lectures. Recent lecturers have been Rev. Bob Harrington (74), Mrs. Carolyn Lunn (75), Rev. Gene Williams (76).

### Slonecker Business and Professional Lectures

William T. Slonecker, M.D., has provided an endowment for annual lectures and/or seminars in business, science, and the professions. The first lectureship was presented during the 1972-73 school year. Dr. Howard Hamlin, missionary medical doctor from Swaziland, Africa was the lecturer. Recent lecturers have been Richard Schubert, Under Secretary of Labor (74); Brad R. Moore, Brand Manager for Proctor and Gamble (75); Dr. William T. Slonecker, Pediatrician and sponsor of the lecture series (76).

# STUDENT-LIFE

# COLLEGE SERVICES

## RELIGIOUS LIFE

Trevecca places special emphasis on the development of the religious life. Classes are regularly opened with prayer. There are chapel services three days a week which all students are required to attend. These periods include class chapels, Student Council directed chapels as well as formal worship services. Prayer meetings and regularly scheduled revival meetings provide helpful spiritual influences. All students are expected to attend a local church regularly.

Many students also find opportunities for Christian service in hospitals, missions, workhouses, jails, and other institutions, and general denominational service programs.

The Chaplain directs the chapel program and is available to students who need spiritual guidance.

## COUNSELING SERVICES

The college offers a wide range of counseling/advising services to its students. Any member of the faculty, administration or staff is willing to be available to a student who desires assistance.

## ACADEMIC ADVISING

Every new freshman is assigned to a faculty-student advising team for the fall quarter. These groups meet regularly during the quarter to discuss scheduling of time, goal setting, study methods, values and other adjustment problems of new freshman.

Students are assigned to academic advisors according to their choice of field of study. The Assistant Dean of the College provides assistance for students in academic difficulty.

## PERSONAL COUNSELING

The office of Student Services provides a full time staff including the Dean of Student Services and Associate Dean of Student Services who are available to help students solve personal and social problems. The Head Residents and Resident Assistants in the dormitories also assist in this area. In addition, a professional counselor and a career planning counselor are available on a regular basis through the office of Student Services.

## HOUSING

All single students under 21 years of age who do not live at home or with a close relative are required to live on campus. Exceptions to this are granted by special permission from the Dean of Student Services, the Student Life Council, and the student's parents. The Associate Dean of Student Services exercises general supervision over all of the residence halls. In addition, there are Head Residents and Resident

Assistants in each dormitory. Councils are organized to assist in all matters pertaining to dormitory life and residence regulations. Dormitory regulations are stated in *Student Guidelines.*

Trevecca offers approximately 80 apartments for rent on or nearby campus for students and other personnel. The majority are one-bedroom and two-bedroom unfurnished apartments in the Bush-Redford-Shingler Apartment complex. The Director of Housing in the Student Services Office can give more specific details regarding amount of rent, availability, regulations.

## FOOD SERVICES

The Cafeteria is located in Bud Robinson Hall and is catered by Pioneer Food Service Corporation. Its manager is trained in food services. Wholesome menus are provided through the company's staff of registered dietitions. In order to provide a good liaison with the boarding students, a food committee meets with the manager periodically to discuss ways and means of bettering the food services. All resident students are required to participate in the Boarding Plan.

An attractive College Center is located on the ground floor of Johnson Hall which serves as a lounge for both students, faculty and staff. Only light finger-type foods and drinks are permitted for approved group receptions.

The Snack Shoppe, located adjacent to the College Center, provides a wide range of fountain, short order and packaged items. Both indoor and outdoor tables are available.

## HEALTH SERVICES

There is a staff member on duty daily who will administer first aid, make referrals to the registered nurse, and handle insurance information and claims. There is also a registered nurse on call 24 hours a day for emergency. Students should contact the Health Center during office hours and dormitory Head Residents at other times. The nurse will also be available at specified times to administer medications. Students may bring to the Center any injectable medications prescribed by private physicians with instructions for administration. The Health Center will assist in securing doctor appointments for students.

## EMPLOYMENT

The Director of Student Employment handles all matters relating to student work. Those desiring employment should request a job application form. Interviews for positions in various offices and other jobs should be arranged through the Director's Office which is located on the main floor of the Administration Building.

## LIBRARY

The Mackey Library is to provide a place for quiet study and research. The Library is open six days a week. The hours are posted for each

quarter. During the week of final exams and the week preceding, hours are extended as needed. Also, hours are adjusted during weeks of scheduled college revivals. Books may be borrowed for a period of two weeks and may be renewed provided they are not in demand. Reserve books may be checked out for periods of two-hours, two days and one week.

## BOOKSTORE

The College Bookstore is located on the basement floor of McClurkan Hall and is open Monday through Friday 8:30 a.m. to 3:45 p.m. Textbooks, paper, pencils, pens, and other necessary stationery supplies may be purchased there, as well as a limited supply of personal items such as greeting cards, toothpaste, school sweaters, shirts, and jackets.

## POST OFFICE

The Post Office is located on the basement floor of McClurkan Hall. All students are assigned individual mail boxes in the Post Office upon registration. Each student is responsible for securing his mail box combination and for all information sent through the mail. The Post Office is open from 8:00 a.m. to 5:00 p.m. Monday through Friday and from 8:00 a.m. to 12:30 p.m. on Saturday.

# STUDENT ORGANIZATIONS AND ACTIVITIES

## STUDENT COUNCIL

The Student Council, composed of the elected representatives of the Associated Students of Trevecca Nazarene College, serves as a liaison group between faculty and administration on the one hand and between student groups on the other. It supervises student activities including elections and class events. In cooperation with the Dean of Student Services and the Lyceum Committee it plans programs for the school year. It plans one Chapel Program each week. It nominates student representatives to serve as voting members of faculty committees. It publicizes the various honors and awards and in conjunction with the faculty Administrative Council selects persons and organizations to receive the various awards. Each year it sponsors the Student Council Lectures featuring a prominent layman.

## PUBLICATIONS

*Trev-echoes,* the campus newspaper, is published at regular intervals each quarter. *The Darda,* the college yearbook, is presented each year just before commencement. Editors for both of these student publications are elected by the student body each year.

## RELIGIOUS ORGANIZATIONS

The major student religious organizations and a brief summary of their activities are as follows:

**Religious Affairs Council** — is a direct subsidiary of the Student Council and coordinates the activities of all religious organizations.

**Christian Workers Association** — engages actively in practical religious activities each week. Students receive valuable experience and render invaluable service to the persons in the jails, rest homes, and hospitals.

**Ministerial Association** — composed of ministerial students. To further their preparation for the Christian ministry, they assist in chapel services, invite special speakers for group discussion, take field trips to Nazarene Theological Seminary and other places, and assist students in preaching appointments.

**Missions-In-Action** — Students interested in the cause of world evangelism, learn about the various fields through returned missionaries and general church leaders, and promote the spirit of missions on the campus. This group sponsors the Annual Missionary Conference.

**Project Invasion** — is designed to involve students in week-ends of preaching, singing, teaching, visiting, and witnessing in local churches and communities of the Southeast educational zone.

**Youth Ministers Club** — provides learning experiences for ministering to children and youth. It sponsors a city-wide children's crusade each year.

**Solomon's Porch** — a on-campus coffee house type ministry. Opens at various times during the week to provide a casual setting for the enjoyment of Christian music and sharing.

**Community Services Program** — provides opportunity for students to render services in a wide range of social, health, welfare and recreational agencies.

## ATHLETICS

Trevecca's athletic program is divided into three basic areas: intramural societies, intercollegiate sports, and a student activities program in the afternoons and evenings in the Physical Education Center.

**Intramural Program** — Under the administrative supervision of the Director of Intramural Athletics and the immediate sponsorship of the Trevecca Intramural Athletic Association, it is composed of four societies which form the units of competition for both men and women. A year-long point system determines the society of the year. Sports included in the intramural program are football, basketball, volleyball, softball, handball, golf, ping pong, badminton, track, and archery.

**Intercollegiate Program**, begun at Trevecca in the winter of 1968-69, includes basketball, golf, baseball, tennis and cross-country for men and basketball, volleyball and tennis for women. The Intercollegiate Athletic Program is under the control of the Intercollegiate Athletic Board (composed of faculty, administrators, and students) and is implemented by the Director of Athletics.

**Student Activities Program** – in the Physical Education Center during afternoons and evening, includes the use of the gymnasium, trampoline, swimming pool, handball courts, exercise rooms, ping pong room, gymnastics, and practice range for archery and golf.

**Cheerleaders** – Cheerleaders are chosen by the Student Body for the Varsity Cheerleading Squad.

## CLUBS AND ORGANIZATIONS

**Inter Club Council** – coordinates the activities of the Class and the Departmental, Service, and Special Interest Clubs.

**Scholastic Departmental Organizations** – are organized to develop among students an appreciation for their intended profession. They are the Art Club, Music Club, Speech-Guild, Science Club, Student National Education Association, and Home Economics Club.

**Music Organizations** – These include the following performing groups: The Concert Band, Pep Band, Concert Choir, Choral Society, and the "Encounters". Music majors and minors are encouraged to belong to the Music Club.

**District Clubs** – Students from the various districts of the educational zone often organize for the purpose of interesting other young people in attending the College, fostering an attitude of friendliness and goodwill between their districts and the College, and assisting in the entertainment of visitors from these districts.

**Service Clubs** – These include the Circle K, Circle K-ettes and Collegiate Civitans and Civinettes which provide a stimulating and challenging outlet for various types of service both on and off campus.

**Trevecca Intramural Athletic Association** – This student organization maintains an active and interesting program of intramural athletics for both men and women. It is composed of four societies: Alpha, Beta, Delta, and Gamma. All students belong to one of these societies for purposes of competition and healthful recreation.

**Honor Society** – This society is composed of students (sophomores and above) who have a cumulative average of 3.5. A member may be elected to the Zeta Chapter of the National Nazarene Society of Phi Delta Lambda if he maintains this average until graduation.

**Other Clubs** — Other student organizations maintaining an active membership include the Young Democrats, Young Republicans, Veterans Club, Afro-American Club, and several other clubs recently chartered.

**WNAZ** — The campus-owned radio station serves as both a facility for training and a source for on-campus communication and entertainment.

**Lyceum Series** — At least once each quarter, an outstanding program of cultural enrichment is presented. Nationally-known artists in various fields are invited to participate in these programs.

## STUDENT CONDUCT

1. All single students under 21 years of age who do not live at home are expected to room in college residence halls.
2. Students are urged to restrict their trips out of town to those which do not require them to miss classes and which do not exhaust them physically from travel.
3. A student desiring to visit friends outside metropolitan Nashville must file written permission from his parents with the Resident Counselor of his dorm.
4. Since Trevecca is an evangelical Christian college, high standards of conduct are expected of all students. The use of alcohol, tobacco, narcotics, possession or use of fireworks or firearms on campus, and loud or questionable conduct are prohibited. Students are not to attend or participate in entertainment, the nature or reputation of which would not be in keeping with the building of Christian character or which diminishes moral perceptivity and judgement.
5. The College expects its students to observe standards of dress as outlined in the student handbook.
6. All students are eligible to bring a car to campus. However, they are expected to follow college guidelines on use and parking. All cars must be registered and are subject to the College's and Metro's Traffic Control regulations.

Attendance at Trevecca Nazarene College is understood to be a privilege. The College may request the withdrawal of any student at any time if he fails to comply with the standards and regulations of the institution.

# ADMISSIONS AND REGISTRATION

## Admissions Procedure

Applying for admission to Trevecca Nazarene College is a fairly simple procedure.

1. Write to the Admissions Office of the College for an application form. The address is: Office of Admissions, Trevecca Nazarene College, Nashville, Tennessee 37210.

2. The form should be completed and returned along with:
   a. A $10 non-refundable admission fee. Dormitory students are required to pay an additional $20 room deposit which is refundable if the applicant withdraws prior to August 20 in fall quarter and 30 days prior to the beginning of any other quarter.
   b. A doctor's certificate of complete physical examination, including a chest x-ray or skin test, and blood test.
   c. Official high school transcript. A partial transcript including grades 9-11 should be sent at time of application. Full acceptance will be given when the College has received the final transcript which is released upon graduation. Since many high school offices are closed during the summer, applicants should request the forwarding of his or her final transcript at the time of graduation.

3. The student is required to take the American College Test (ACT) available in local designated testing centers. The results will automatically be sent to the College if the student specifies Trevecca as his or her college choice.

4. Upon receipt of all information, and approval of a student's application, a certificate of acceptance is mailed to him. Students not approved are also notified by letter. The certificate of acceptance must be presented at the time of registration.

The above procedure is followed by students wishing to register for the first time any quarter. Former students who have not been enrolled in the College the previous quarter must apply for re-admission.

## Re-Admission Procedure

Former students need to submit a Re-Admission form, and should write to the Director of Admissions and advise him of their desire to re-activate their credentials. If they have attended other colleges after leaving Trevecca, official transcripts from each college attended must be sent to the Office of Admissions.

## Admission of High School Graduates

Freshman admission requirements normally include graduation from an approved secondary school. At least 15 units of secondary school credit

are required, including 10 units in the College preparatory subjects. Recommended credits include:

| | |
|---|---|
| English 4 units | Natural Science 1 unit |
| Mathematics 2 units | Social Science 2 units |
| Foreign Language* 2 units | Electives to complete required units |

One unit in mathematics and one in laboratory science are required. A student deficient in either of these will be required to do additional work.

An average of "C" in all academic work is required.** If the grade average is below "C," further consideration regarding regular admission can be given on the basis of scores on a standard college entrance test. Trevecca Nazarene College does not require special entrance examinations if the high school transcript is satisfactory; however, the College does require the American College Test (ACT) for purposes of placement. This test should be taken in high school. Trevecca's ACT code is 4016.

## Early Admissions Program

The high-achieving and mature students whose school officials, parents and others from whom the College may seek information, believe they can profit by entering college a year early may be admitted under the Early Admission program. To do so, these minimum requirements must be fulfilled.

1. Completion of the junior year in high school with a grade point average of 3.50.
2. Completion of at least 12 units of secondary credit, 7 of which must be college preparatory subjects (including English, 3 units; mathematics, natural science and social science, each 1).
3. A composite score on the ACT placing the applicant in the 89th percentile on TNC norms for entering freshmen.
4. Provide favorable recommendations and/or approval from high school officials and others as may be designated by the Director of Admissions. If advisable, personal interviews may be requested. An applicant desiring high school graduation should ascertain from his high school officials whether or not college credits earned may be applied back for a high school diploma.
5. It is desirable and may be required that an applicant enter summer school to demonstrate ability to do successful college work. In such cases, a minimum of three courses would be carried and a grade point average of 2.00 necessary.
6. Completion of all regular admission requirements.

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*May be waived provided the student shows promise of success in college. The two units should be in the same language.

**Certain exceptions are made if a student qualifies for Trevecca's Scholastic Enrichment Program.

## Admission to Physician Associate Program

Acceptance into the professional program is limited and is to be determined by recommendation of the Admissions Committee. Candidates applying must have completed two full academic college years which include general study requirements and the pre-requisites of general chemistry, anatomy, physiology, microbiology, and psychology. Admission is based on academic capability, possession of good judgment, ability to interact with others, and demonstrated interest in service. Preference will be given to those having prior health care experience and to those who intend to work in an area of missionary service.

### Application Procedure

1. Obtain, complete, and submit application for admission to the program office.
2. Have all transcripts (official copies) forwarded to the program office.
3. Be available for interview by the admission committee, if requested.

## Transfer from Other Colleges

Students from other institutions seeking admission to advanced standing in the College must present evidence of honorable dismissal from the institution last attended and transcripts of high school and college work taken. Only courses with a grade of "C" or above are transferable, however the cumulative grade point average will be considered in granting admission.

## Admission of Junior College Graduates

Students who have graduated with a grade average of "C" or better from accredited junior colleges will be given junior class standing and will be given credit for all general education requirements except 8-12 hours of religion, provided they have followed the regular college (baccalaureate degree) program in the junior college. A maximum of 96 hours of credit will be accepted in transfer from a junior college.

## Admission of Foreign Students

Trevecca welcomes students from other lands. Applicants whose native language is not English are required to take an examination of their English-language ability before admission will be granted. The test recommended by Trevecca Nazarene College is the Test of English as a Foreign Language (TOEFL). Test centers are at 260 locations around the world and TOEFL is given on four days a year (a specified date in January, March, June, and October). The cost (about $10 in U.S. currency) and arrangements for taking the test are the applicant's responsibility. Scores must be received in Admissions Office at least 60 days prior to enrollment.

## Admission of Non-High School Graduates

Applicants who are at least 19 years of age and whose class has already graduated may be admitted on the basis of a score of 50 on the USAFI Test of General Educational Development (GED) High School level. Transcripts of all high school work must be submitted. Provisional admission may be given to those who score 45-50 on the GED Regular status is obtained upon the completion of one quarter with "C" grades. Applicants who are granted college admission on this basis must take the placement tests given to freshmen and do any additional work indicated by these test scores.

## Pre-College Honors Programs

This is a special program planned for high school juniors who desire to inaugurate their college work during the summer between their junior and senior years. The program is designed for students who rank in the upper 25% of their junior class and who are recommended by their high school principals or counselors.

Students in this program will be allowed to take regular college courses; credits received will apply toward a degree after the student has enrolled in the College full-time. In addition to the regular academic work, special conferences and activities will be provided under the guidance of the Dean.

## Scholastic Enrichment Program

This is an experimental program to determine whether below average high school students might be prepared for regular college work if given special help. A limited number of students who appear to possess the ability to do college work but have not, for various reasons, achieved an academic record of sufficient strength to warrant full acceptance to college, will be selected to participate in this program.

High school counselors may recommend students for this program. Early application is necessary, since only 25 students are allowed to enter annually under this special program. First entrance to this special program is limited to fall term only.

## Registration

All presently enrolled students are expected to submit a pre-registration schedule of courses to the Registrar on assigned date prior to each registration day. This schedule is made out by the student with the assistance of his major department head or assigned advisor. A late fee is charged for late submission of the pre-registration schedule.

The last day to add classes is five days after school starts in any quarter (3 days in summer session) including the first day of classes. The last day to drop classes without a grade appearing is 5 class days after the first day of classes including the first day of class.

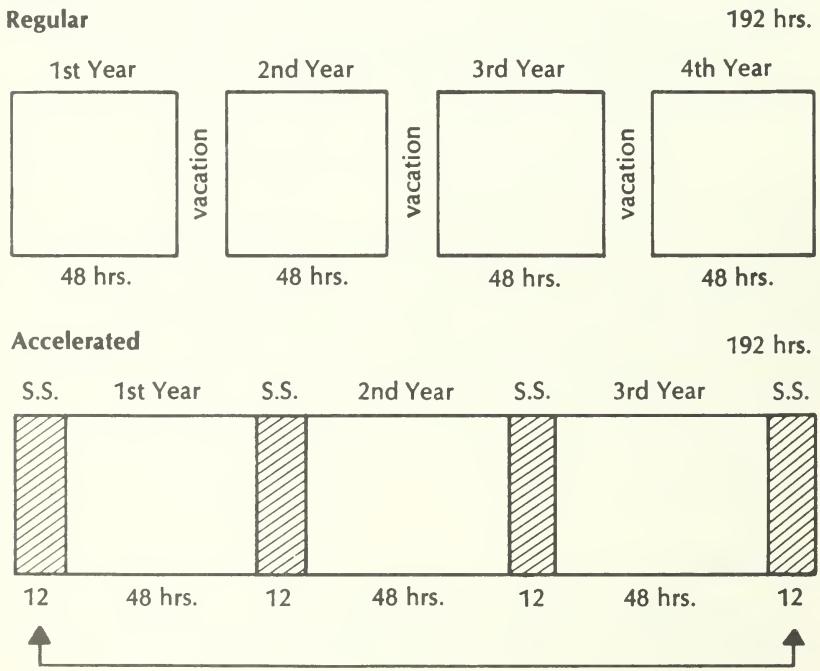
## Freshman Orientation And Testing

The pre-registration orientation (see dates in calendar) includes the testing program, group guidance sessions, personal counseling regarding curriculum, and social recreational and religious events. Students who have not taken the ACT test previously will be required to arrive on campus earlier to take the test at additional expense. Freshman Studies (INT 1000) is required of all freshmen entering in the fall term.

## Summer School

The College operates on the basis of three quarters during the regular school year (September-May). In addition, a six week summer term is available with many of the regular courses taught at this time along with selected special course offerings. Summer school allows an accelerated program toward graduation. New students, freshmen or transfers, may begin work at summer, fall, winter or spring quarters.

The quarter system adjusts very readily to make it possible to complete college in three years.




## WORKSHOPS

Workshops are offered regularly in various content fields adapted for in-service professional growth of teachers. Three quarter hours of undergraduate credit may be earned in one week of concentrated study. For inquiry write the Director of Teacher Workshops.

# FINANCIAL INFORMATION

# EXPENSES

## Schedule of Charges

| | |
|---|---|
| **Tuition** (load 12 to 16 hours per quarter) | $550.00 |
| **Admissions Fee** | |
| (submitted with initial application — non-refundable) | 10.00 |
| **Room and Board per quarter** | |
| 21 meal plan; room price varies slightly by accommodations — all rooms include telephone. | 350.00 |
| **Special Fees:** (payable quarterly except as noted) | |
| Tuition per credit for summer students | 35.00 |
| Tuition for overload (per credit) | 35.00 |
| Tuition per credit for part-time students | 45.00 |
| Tuition for auditors (per credit) | 16.00 |
| General Fee (for full-time students)* | 50.00 |
| Professional Growth Courses (per course) | 65.00 |
| Matriculation Fee (paid first quarter at Trevecca) | 10.00 |
| Graduation Fee (paid last quarter Senior year) | 25.00 |
| Room Deposits** | 20.00 |
| Key Deposits*** | 3.00 |
| Auto registration | 5.00 |
| Testing Fee (Freshman only) | 10.00 |
| Administering & recording CLEP credit on transcript (per credit) | 5.00 |
| **Department Charges for Special Services** | |
| Private instruction in Music (per credit) | 50.00 |
| Science Laboratory Fee | 10.00 |
| Data Processing Fee | 10.00 |
| Home Economics Food Courses | 10.00 |
| Teacher Education (Student Teaching) | 50.00 |
| **Charges and Late Fees** | |
| Change in registration (each item) | 2.00 |
| Late registration | 12.00 |
| Late pre-registration | 2.00 |

*Includes student activities, yearbook, health and insurance. 7-11 hours pay $25.00 fee; less than 7 hours no general fee.

**Non-refundable after August 20 if student does not attend Trevecca. Held on deposit while student is in college residences to be refunded after rooms are cleared by Dean of Student Services. Partial or full refund will depend on the condition of the room after the student has left. Requests for refund of room deposit must be in the student services office within one year after a student leaves the residence hall.

***Paid to dormitory resident counselor when student receives room key. Refunded when key is returned.

Charges are due upon registration. Those students not able to satisfy their account in full may enter on financial probation: 1/3 down (after financial aid is applied) at registration, 1/3 in 30 days, and final 1/3 within 60 days. Each term is to be paid in full before beginning a new term. Any financial arrangements between the college and its students will be binding only if such agreement is in printed or written form. A 1 per cent interest charge is added to any unpaid balance at the end of each month. All sales in the bookstore are to be in cash. No degrees will be awarded and no transcript of credits will be issued until all financial obligations to the College are discharged. The College reserves the right to make financial changes between times of publication of statements of tuition and fees.

### Refunds

Room deposits of resident students who attend throughout the year are refunded upon the report and recommendation of the resident counselor in charge of the residence hall in which the student resides, provided refund is requested before August 20 or 30 days prior to the beginning of any other quarter.

A full tuition refund, less change in registration fee, may be received for courses dropped during the first full week of classes. After that drops will be refunded on the same basis as withdrawal from school.

For students dropping out of school the following refund policy is in effect for tuition, fees, and room:

| | |
|---|---|
| 1st Week* | 90% |
| 2nd Week | 75% |
| 3rd Week | 50% |
| 4th Week | 25% |

*Begins with 1st day of class.
After the 4th week no refund.

Board is returned on a pro-rated basis.

## FINANCIAL AID

Trevecca Nazarene College offers a comprehensive program of financial aid in the form of scholarships, grants-in-aid, loans, and part-time employment. A student must be fully admitted to the college before an award will be made.

The financial aid program at Trevecca serves a two-fold purpose: (1) to recognize overall academic scholarship and outstanding achievement in specific areas and (2) to assist students who find it difficult or impossible to attend college without financial help.

Student Aid is administered in conjunction with a nationally established philosophy which is based on the belief that parents are the primary resource for helping students to meet educational expenses. The student's assets also should be considered. Financial Aid becomes a

bridge to fill the gap between the student's potential resources and college cost.

To determine need, the College utilizes the services of the American College Testing Program. The family submits a statement of income and assets versus obligations to this service. ACT makes an analysis of that family's ability to contribute to the college cost. This analysis is reported to the Administrator of Student Fiscal Services and becomes the basis of all financial aid except scholarships.

All applicants for financial aid (except those applying for academic scholarships only) must submit a Family Financial Statement to the American College Testing Program (P.O. Box 1000, Iowa City, Iowa 52240) or Parent's Confidential Statement to College Scholarship Service (P. O. Box 176, Princeton, N.J. 08540) and request that an analysis be mailed to the college. These forms are available from high school guidance counselors, ACT or CCS, or from the financial aid office.

Applications should be submitted in the early spring for the following fall. May 15 is the priority date for applying for aid. All who apply after this date will be considered on a first come, first serve basis as long as funds are available.

A family's ability to contribute may fluctuate from year to year. Therefore, awards are made for one academic year only. Each applicant must submit a financial aid application and family financial statement annually. The processing of the Family Financial Statement takes approximately six weeks at peak periods. Therefore, it is advisable that families submit their information early in April to insure a completed file in the Student Aid Office by the May 15 deadline. All inquiries and requests should be directed to the Student Aid Office.

## SCHOLARSHIPS

Trevecca Nazarene College offers a number of scholarships annually in recognition of outstanding scholastic achievement. These scholarships are made for the period of one academic year (fall, winter, and spring quarters) and are distributed in three payments. A student may receive only one scholarship at a time.

### Trevecca Scholars

The freshman, sophomore and junior with the highest grade point average in his class shall be recognized as a **Trevecca Scholar.** The three class scholars shall receive $1,000.00 maximum grants (tuition only).

### Class Scholarships

1. A limited number of $700.00 awards will be made to students who attain a 3.75 GPA for 3 consecutive quarters allowing them to progress from one class level to the next. Students must apply to be considered. The Scholarship Committee will select recipients. In addition to the GPA, the committee will consider citizenship and total contribution to the

college community. Recommendations will be used in evaluating transfer students.

2. A limited number of $350.00 scholarships will be awarded to students who attain a 3.5 GPA for fall, winter, and spring quarters, with progression to the next highest class. The Scholarship Committee will use the same criteria for evaluating these students as those appearing in item 1. above.

3. The College offers a limited number of assistantships annually to students of exceptional ability in the various departments. Recommendations are made by the Department Chairman and approved by the Academic Dean.

### Freshmen Scholarships

1. A limited number of $700.00 scholarships are available to incoming freshmen who rank within the 89 per cent or above category on the ACT Exam. The College must receive this report directly from ACT. Students must apply for this scholarship.

2. A limited number of $350.00 scholarships are available to students ranking within the 75-88 percent category on the ACT exam. Students must apply for this scholarship.

## GRANTS-IN-AID

Grants are a form of gift aid awarded on a non-repayable basis.

### Supplemental Education Opportunity Grant

The SEOG is funded by the Federal Government. This grant is made available to students with exceptional financial need and is always part of a financial aid package in accordance with Federal regulations. It cannot exceed one-half the student's established need. Students applying for the SEOG must demonstrate academic or creative promise. Awards will range from $200.00-$1,000.00 annually.

### Athletic Grants

Grants for Intercollegiate Athletics are awarded to students who assist in the P.E. program. Applications for this type of assistance should be made to the Athletic Department. Awards are made through the Student Aid Office and become part of the "financial aid package."

### The Tennessee Tuition Grant

The State of Tennessee has appropriated limited funding to assist Tennessee residents to attend the Tennessee college of their choice. Grants range from $100 to $1200 and are awarded on the basis of need. Awards are made by the Tennessee Student Assistance Corporation. Both a T.S.A.C. application and a family financial statement is required. Applications for this program are available from high school guidance

counselors, the Trevecca Student Aid Office, or the Tennessee Student Assistance Corp., 707 Main Street, Nashville, TN 37206. The deadline for making application (including a completed Family Financial Statement) is May 15. Applicants are urged to have their information in the mail by early April. The ACT code for Tennessee Student Assistance Corporation is 4015.

### Basic Education Opportunity Grant

This grant while still only partially funded by Congress is available to all students who can establish need, and who enrolled in post-secondary school for the first time after April 1, 1973. The grant cannot exceed fifty percent of the annual attendance cost or $1,400 (when fully funded). Applications are available from the high school guidance counselors, the Trevecca Student Aid Office, the Post Office, and other public facilities.

### Associates Capital Corporation Education Fund

This annual award of $300 is given by Associates Capital Corporation, Nashville, Tennessee, to a deserving senior in the department of business administration. Selection of the recipient of this award is by the scholarship committee.

### Gerald D. Skinner Accounting Grant

Gerald D. Skinner, CPA has provided an endowment for an annual scholarship to be awarded to a regularly enrolled junior or senior student satisfactorily pursuing an academic program in the field of accounting. Selection of the recipient of this award is by the scholarship committee.

## SELF-HELP

### National Direct Student Loan

The National Direct Student Loan Program provides money to students with established need at a low interest rate and long term repay. The loans bear no interest to the borrower until nine months after graduation or interruption of study; then the interest rate is 3% of the unpaid balance. The minimum monthly repayment is $30.00. Repayment may be deferred up to three years for Armed Forces, Peace Corp, Vista, or full-time graduate study. Cancellation of a portion of this loan is possible under certain conditions.

### Guaranteed Loan Program

Each state has educational loan programs at low interest charges, with the federal government paying part of the interest for qualified students. Entering freshmen are urged to see their guidance counselors or their local bank for further information. Others should check with

their local bank or inquire at the Student Aid Office. In some states the United Student Aid Funds, Inc. is the guaranteed loan program.

### Pickett and Hatcher Educational Fund

This loan fund was created by the late Claude Adkins Hatcher of Columbus, Georgia, founder of the NEHI Corporation. It is available through its trustees to worthy students who are unable to complete their education without financial assistance and who are enrolled in schools offering "broad liberal training" rather than "strictly professional" education.

### College Work Study Program

Federal funds are available at Trevecca to assist students who have established that they need part-time employment in order to pursue their college studies. CWSP jobs may be on campus or at an off campus non-profit agency. CWSP employment is determined by the student's need, skills, availability of funds, job vacancies, and willingness to work.

### Campus Employment

A limited number of Trevecca funds are available for students who have established need and who do not qualify for CWSP. TNC campus employment is determined by the student's skills, availability of funds, job vacancies, and willingness to work.

### Off-Campus Employment

The campus Employment Office will assist students in locating community work opportunities.

## SERVICE AWARDS

### Student Government

Awards are made to officers of the Student Government and editors and business managers of student publications.

### Music and Forensics

A limited amount of service awards are made annually to Music and Forensic students upon recommendation of the Music Department and the Director of Forensics.

## OTHER AID PROGRAMS

Social Security, the Veterans Administration and Vocational Rehabilitation. Students who feel that they may qualify under one of these programs should contact their local office.

## Company Aid

Many employers have scholarships and/or loans for children of their employees. Parents should investigate this possibility.

## Monthly Payment Plans

Trevecca Nazarene College has authorized the use of The Insured Tuition Payment Plan as well as the Tuition Plan, Inc. These programs advance quarterly checks to the college. Repayment may be extended to four or more years.

## Christian service loans and grants:

### McClurkan Memorial Loan Fund

Through friends of the College, a fund was established in memory of Rev. and Mrs. J. O. McClurkan, founder of Trevecca.

### Amanda Ferguson Ministerial Fund

This fund provides for up to 50 percent cancellation for full time active ministry in the Church of the Nazarene.

### Winnie H. McFadden Missionary Fund

This fund loans to prospective missionaries, and the amount owed may be cancelled by active service in the world missions department of the church.

### Marilyn Wood Ministerial Scholarship Fund

Mr. Garfield K. Wood of Chattanooga, Tennessee provides annual funds to maintain a scholarship in memory of his wife. These are awarded to needy students preparing for the Christian ministry.

### Evan and Mildred Kindt Fund

This fund provides assistance to students preparing for the full time ministry.

### Hale Bible Class and Pate Bible Class

Hale Bible Class and Pate Bible Class of First Church of the Nazarene, Nashville, Tennessee, provide funds for assisting two students, annually, who are preparing for missionary or other Christian service.

### Fidelis Class

Fidelis Class of First Church of the Nazarene, Nashville, Tennessee provides funds for loans to worthy students.

### Nazarene Young People's Society Grants-In-Aid

Funds are provided by some district Nazarene Young People Societies of the Southeast Educational Zone to assist needy and qualified students

from their district who attend Trevecca Nazarene College. Conditions under which these grants are awarded may be obtained by corresponding with the District N.Y.P.S. presidents. The award is made through the Student Aid Office of the College.

## Memorial Funds

Additional funds have been made available to worthy students of Trevecca Nazarene College by friends interested in Christian higher education. In some cases the funds bear the names of the donors; others are given in memory of relatives or friends. Some funds are established as loans, others are grants-in-aid. Among these programs are:

A. B. MACKEY MEMORIAL FUND
ALUMNI LOAN FUND
MRS. J. H. CATE MEMORIAL FUND
TONY HOLLER MEMORIAL FUND
JACQUELYN BETH LEE SCHOLARSHIP AND LOAN FUND
VASHTI BURNETT McGRAW MEMORIAL
L. ALLEN DUVALL MEMORIAL

## Emergency Funds

### North Carolina N.Y.P.S. Emergency Fund

This fund provides emergency assistance to North Carolina students. It is expected that money from this fund will be repaid.

### Stewart Emergency Fund

The Stewart Fund provides assistance to students who have financial emergencies. It is expected that money from this fund will be repaid.

### Gary Kinnamon Memorial Loan Fund

The Fund in honor of a former Trevecca student was established in 1970 to provide short term, no interest loans to students for pressing emergencies.

## Family Financial Statement

All students seeking financial assistance are required to submit a copy of the Family Financial Statement form to the American College Testing Program designating Trevecca Nazarene College as one of the recipients. Forms are available through high school guidance offices or from Trevecca Student Aid office. Trevecca's ACT code number is 4016. (Parent's Confidential Statement is also acceptable. Trevecca's PCS code is 1809.)

## Deadline Dates

Applications must be filed by the deadline dates listed below. Applications received after these dates will be held in an active file and consideration will be given if additional funds become available.

Fall, winter, and spring quarters . . . . . April 15
Winter and spring quarters . . . . . November 1
Spring quarter . . . . . February 1
Summer quarter . . . . . May 1

Incoming freshmen should submit their application for financial aid as soon as they apply for admission to the College. No application is complete until the Family Financial Statement from American College Testing is received in the Student Aid Office.

## Benefits for Veterans

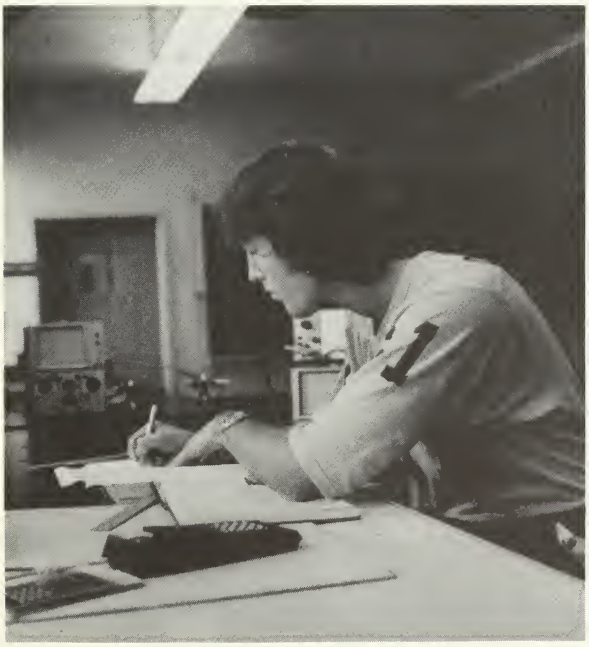
Veterans who have served on active duty since January 31, 1955, may be eligible for educational assistance under Public Law 89-358. Application should be made to the Veterans Administration regional office having custody of the veteran's file.

Public Law 634 and Public Law 90-631 provide educational assistance to (1) widows, sons, and daughters of deceased veterans who died while in service, or after discharge from a service-connected disability; and (2) wives, sons, and daughters of veterans who have service-connected disability considered to be total and permanent in nature. Application should be made to the Veterans Administration regional office having custody of the veteran's file.

Under the provisions of Public Law 894, veterans who, as a result of a service-connected disability, require re-training or other vocational rehabilitation, may be entitled to educational assistance. Inquiry should be made to the Veterans Administration regional office having custody of the veteran's file.

Certificates of eligibility to be used at registration will be issued by the appropriate regional office of the Veterans Administration to those who are eligible for educational benefits.

# ACADEMIC PROGRAM



# GENERAL ACADEMIC INFORMATION

## Academic Policies

The Academic Council, a committee of faculty with student representation, is responsible for developing the academic policies of the College. The items listed below are an attempt to answer student questions concerning the most frequently asked items of academic information.

## Classification

Students are classified at the beginning of each quarter on the basis of work already completed, as follows:
**Freshman**: Approved entrance credit
**Sophomore**: 45 hours college credit
**Junior**: 92 hours college credit
**Senior**: 140 hours college credit

**Full Time**: Students carrying 12 hours or more each quarter. Participation in intercollegiate athletics, college traveling groups and most financial aid programs require this minimum academic load.

**Part-time**: Currently enrolled for fewer than 12 hours of work for college credit, with the exception of seniors who may lack less than that minimum load of meeting graduation requirements in the given year.

**Special**: Any student taking work not for college credit or post graduate work and those who are in the process of taking entrance examinations.

## Grading System

Trevecca's grading system, based on class work and examinations, is as follows:

| | | |
|---|---|---|
| Superior Achievement | A | 4.0 quality points per quarter hour. |
| Above average | B | 3.0 quality points per quarter hour. |
| Average | C | 2.0 quality points per quarter hour. |
| Below average | D | 1.0 quality points per quarter hour. |
| Failure | F | No credit |
| Incomplete | I | Given for sickness or emergency reasons near end of term. Must be removed within the following quarter or grade becomes a permanent "F". |
| Withdraw Passing | WP | Granted to students who officially withdraw from a class while doing passing work. |
| Withdraw Failing | WF | Given to students who withdraw from a class while doing failing work. |
| Withdrawal | W. | May be assigned by the Dean of the College for extenuating circumstances. |

Grading for special developmental courses.

| | | |
|---|---|---|
| Satisfactory | S | Credit toward graduation, but no quality points. |
| Unsatisfactory | U | No credit |

For graduation — 192 quarter hours and a 2.00 grade point average are required.

## Academic Probation

The system of probation and exclusion is designed as a warning rather than as a penalty. The desire is to encourage satisfactory degree progress. The minimum academic level increases as a student advances in class to assure that the 2.00 minimum average requirement is met for graduation.

All students' records will be evaluated at the end of the fall and spring terms. Probation and suspension will be based on these evaluations.

Students temporarily suspended at the end of fall term may not attend winter term. Students temporarily suspended at the end of the spring term may not attend fall term.

## Probation Limits By Student Classification

| Classification | Hours Attempted | Probation Level |
|---|---|---|
| Freshman | 0-44 | less than 1.60 |
| Sophomore | 45-91 | less than 1.80 |

| | | |
|---|---|---|
| Junior | 92-139 | less than 1.95 |
| Senior | 140-completion | less than 2.00 |

If a student fails to attain his minimum class standing after the first quarter of probation, he is given final probationary status until he does achieve his minimum class standing. After he is placed on final probation, he will be suspended for one quarter following any quarter he fails to achieve a 2.0 average for that quarter. After the first suspension and failure to remove probation in the first quarter after return to Trevecca, the next suspension is for one year and requires approval of the Admissions and Retention Committee for entrance. Transfer students entering on probation will be allowed only one quarter to reach minimum standards. Students with extenuating circumstances may appeal for reinstatement by the Admissions and Retention Committee.

Any student who is temporarily suspended from Trevecca Nazarene College for academic or other reasons cannot receive credit toward his degree at Trevecca for work taken at another institution during the period of suspension.

No student on academic probation will be allowed to fill any major office.** Students must have an average of 2.5 for the preceding two quarters to be approved for election to major offices.

Students serving the College as official representatives in any capacity, such as intercollegiate athletics, forensic team, and non-academic musical groups, must not be on academic or social probation.

## Limitation of Student Load

The average load is 14-16 hours, the maximum, 20 hours. A student may not register for more than 17 hours unless his grade average for the preceding quarter was at least a "B". Students who work are limited according to the amount of work and their level of ability. Students on probation are also limited in their academic load. The following relationship between academic load and work hours should be observed.

For students **not** on probation:

| Work Hours | Maximum Load in Hours |
|---|---|
| 40 or more | 8 |
| 30-39 | 12 |
| 20-29 | 14-17 |
| 20 or less | 18-20 (see above) |

For students **on** probation:

| Work Hours | Maximum Load in Hours |
|---|---|
| 40 or more | 6-8 (maximum 2 courses) |
| 30-39 | 8-10 |
| 20-29 | 10-12 |
| Under 20 | 12-16 |

Exceptions to these load limitation regulations will be made only by special permission from the Assistant Dean of the College.

**All student Council members, class and club presidents, business managers of publications.

## Examinations

A final quarter examination is required in each course. Graduating seniors (spring and summer) are exempt from final examinations spring quarter only, if they have made a grade of "C" during the quarter.

Examinations must be taken at regularly-scheduled times. Permission will not be given to take any final examinations early except in the case of extreme emergency, and then only by special permission from the teacher and the Dean of the College.

## Credit From Other Colleges

Students are not permitted to register for courses in other institutions while attending Trevecca without the approval of the Dean of the College. A maximum of 12 hours credit is allowed. The College reserves the right to reject any courses submitted which were not first approved. Courses with a grade below "C" will not be accepted. However, official transient student's grades will be administered in the same manner as courses taken on the Trevecca campus and all such grades are transferred.

## Credit For CLEP

For waiver of courses, scores for the College Level Examination Program will be evaluated by the registrar and credit assigned to the appropriate areas. Courses may be waived up to 45 hours credit, and if passed will be entered on the student's official transcript. Payment for such credit received is paid for at approximately one-eighth the regular tuition rate. Only the examination charge is made for students taking the examination and not passing it at a sufficient level to place it in the official transcript. Examinations must be taken by the beginning of the sophomore year.

## Class Attendance

Regular class attendance is expected of all students. Responsibility for class attendance rest with the students and instructors. Each instructor announces his attendance policy to his classes at the beginning of each quarter. Absences for any reason may be taken into account in the evaluation of a student's work, and a student may be dropped from a class for excessive absences with the concurrence of the Assistant Dean of the College and the instructor.

Each instructor will keep accurate attendance records and report persistent absences to the office of the Assistant Dean of the College.

Students in the Honor Society will be allowed unlimited cuts in a course where the nature of the course does not depend on class participation.

No student will be allowed to receive credit in a course in which his total absences excused and unexcused total more than 25% of the number of times the classes meet. The grade will be an automatic "F" unless it can be shown the absences were excused by sickness in which case the grade will be a "W".

## Withdrawals From Courses

The last day to drop classes without a grade appearing is 5 class days after the first day of class including the first day of class, which would mean that a class that began on Monday could be dropped through Friday without a grade.

Thereafter, a student will receive a grade in a class, either "WP" or "WF", anytime up to the week preceding the week of final exams. The determination of whether it will be a "WP" or a "WF" is arranged in consultation with the teacher unless there is sickness or other extenuating circumstances which call for normal withdrawal during the session and requires approval by the Assistant Dean of the College.

Under no circumstances is a student allowed to withdraw from the class during the week preceding exam week or during exam week. This is to insure that students failing in a course do not merely withdraw in order to avoid receiving a failing or low grade in a course. If the student withdraws from any course without following the proper procedure with the Registrar's office and Business office, his grade in the course will be recorded as "F".

## Independent Study

Students are allowed to accumulate six hours maximum credit in readings, special problems, and special project courses by independent study. Only upperclassmen can participate in these courses. No student on probation can participate.

For above average students (3.0 cumulative average or better) the Academic Council has approved additional independent study hours when they are well coordinated in terms of work expectations and are approved

by the student's advisor and the Dean of the College. In no case should these exceed 12 hours.

### Scholastic Honors

**Dean's List.** The Dean's List is composed of those students who achieve a 3.5 grade point average carrying 12 or more hours. Seniors who are taking all they need to graduate, even though it may be less than 12 hours, and achieve a 3.5 average are also eligible.

**Graduating Honors.** Students of high scholastic standing will graduate with honors, according to the following criteria for each honor rank:

**Cum Laude** – representing a cumulative standing of at least 3.5

**Magna Cum-Laude** – representing a cumulative standing of at least 3.7

**Summa Cum Laude** – representing a standing of 3.9 or above.

**Phi Delta Lambda** is the national honor society of the colleges of the Church of the Nazarene. Each college maintains a chapter, the one at Trevecca Nazarene College being the Zeta chapter. Honor graduates are eligible for election to membership in this chapter. Elections are held each year during the commencement season.

The **Honor Society** is composed of those students (sophomores and above) who have maintained a cumulative average of 3.5. This is a learned society which meets monthly under the sponsorship of the Assistant Dean of the College for discussion and fellowship.

## REQUIREMENTS FOR GRADUATION

### Summary of Degree Requirements

The degree of Bachelor of Arts or Bachelor of Science is conferred upon successful completion of a major, at least one minor, and 78 hours of General Education courses. These General Education Core Courses have been selected to give a broad liberal arts training as a foundation to students majoring in any field.

A student working toward a degree should determine the field in which, he wishes to major as early as possible in his college career. Faculty advisors will aid a student in selecting a major. The number of hours required for a major varies among the departments. A student is also required to have one minor field for additional concentration.

The following provisions apply to all 4 year degrees:

1. The candidate must complete a total of at least 192 quarter hours of credit with a 2.00 grade point average.

2. The senior year must be taken in residence at Trevecca Nazarene College, with a minimum of 36 quarter hours.

3. A passing score on the Sophomore English examination is required of all students. Those who do not make a passing score will take a special course designed to give them further study in the area of English grammar and usage.

4. A student is to graduate under the terms of the catalog at the time of his graduation, or the one immediately preceding.

5. Provision is made for seniors who wish to do so to take the Graduate Record Examination at a local testing center. This examination is necessary for entrance to many graduate schools.

6. A candidate expecting to teach must meet certification requirements, under the guidance of the Department Head in the major area and the Director of Teacher Education.

7. A candidate must make application at the Registrar's office for graduation prior to December 1 preceding the anticipated graduation date.

8. The candidate must meet the following General Education requirements:

## GENERAL EDUCATION CORE CURRICULUM
## BACHELOR OF ARTS OR BACHELOR OF SCIENCE DEGREE

### I. BASIC COMMUNICATION AND PERFORMANCE SKILLS*

| | | | | Total Hours |
|---|---|---|---|---|
| English 1020-1030[a] | Speech 1010 or 1020 | Math 1040[b] | Physical Education | |
| 6 hours | 3 hours | 3 hours | 3 hours | 15 |

### II. FOUNDATIONS OF THE LIBERAL ARTS

| | | |
|---|---|---|
| Man's Aesthetic Experiences 1500<br>5 hours | Man's Social Relations 1550<br>5 hours | |
| Man's Biotic Environment 1610[c]<br>5 hours | Man's Literary Heritage 1700<br>5 hours | 32 |
| Man's Physical Environment 1620<br>4 hours | | |
| Basic Global History 1800<br>4 hours | Modern Global History 1810<br>4 hours | |

### III. FOUNDATIONS OF CHRISTIAN THOUGHT AND HERITAGE

Introduction to Biblical Literature 1010-20 . . . . . 8 hours
Introduction to Christian Thought 2000 . . . . . 4 hours
Introduction to Philosophy 2010 . . . . . 4 hours

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FOOTNOTES:

*A developmental reading course is required by students scoring low in the diagnostic reading exam.

[a]Students scoring less than 25 percentile of ACT will take English 1010 prior to this series. Students in the 75 percentile or above will take only English 1030.

[b]Students scoring less than 20 percentile on the ACT math section will take Math 1010 (basic math, 4 hours) before entering these courses. Students scoring between 20 and 75 percentile will take Math 1040 or 1050. Students scoring above 75 percentile and with Trigonometry in high school, should take Math 2010.

[c]Science majors and others with sufficient high school background will go directly into Biology 1510 series, Chemistry 1040 series, Physic 1010 series, or Physics 1110 series upon approval of the Science Department.

## IV. LANGUAGE OR LANGUAGE OPTIONS — 15 hrs.

A candidate must complete 15 hours of one of the following languages[d] or 15 hours of language options as specified.

| | | | |
|---|---|---|---|
| Languages: | Greek 101-201-202 | | 15 hrs. |
| | French 101-201-202 | | 15 hrs. |
| | Portuguese 101-201-202 | | 15 hrs. |
| | Spanish 101-201-202 | | 15 hrs. |
| Language Options: | | | |
| | Basic Statistics | INT 2060 | 5 hrs. |
| | Basic Linguistics | ENG 2410 | 5 hrs. |
| and one course selected from the following: | | | |
| | English Language Past and Present | ENG 2750 | 5 hrs. |
| | Logic | PHL 2020 | 5 hrs. |
| | Introduction to Data Processing | BUS 2150 | 5 hrs. |
| | General Psychology | PSY 2010 | 5 hrs. |

It is recommended that these general education courses be taken in the freshman and sophomore years. NO CREDIT WILL BE GIVEN FOR 100 LEVEL GENERAL EDUCATION COURSES TAKEN IN THE SENIOR YEAR.

9. The candidate must have completed a department approved major with an average of "C" or better in the major field.

10. The candidate must also present an approved minor or a second major. Careful selection of electives will allow a second major and expanded career opportunities.

## Special Requirements for B.G.S. Degree

Selected students who have a minimum GPA of 3.00 may request the Bachelor of General Studies Degree. The student must have the recommendation of a faculty member and a specific goal clearly in mind. The degree requirements are flexible but are specified by a faculty committee in the form of a contract between the College and the student. The student may enter the program no earlier than the third quarter of the freshman year and no later than the third quarter of the sophomore year.

Requirements for graduation are 192 hours with a 2.00 grade point average. Course requirements are Religion 1010, 1020, and 2000 and at least three courses in at least five of the following areas (above general education):

| | | |
|---|---|---|
| History | Psychology | Math |
| English | Sociology | Music |

---

[d]Advanced placement may be obtained by making a qualifying score on the Advanced Placement Foreign Language Test offered during Freshman Orientation.

| | | |
|---|---|---|
| Philosophy | Art | Languages |
| Economics | Natural Science | Religion |

One third of the courses should be 3000 level or above. No other major or minor or general education courses will be specified.

## Special Requirement for the A.A. Degree

In addition to the above 4-year degrees, Trevecca offers the Associate of Arts degree in selected para-professional programs of study. These 2-year programs are career-oriented and require approximately one year in general education including Religion 101 and 102. The balance of the program is in the specialty area selected and each program requires some field experience or internship unless otherwise stated. The College requires 96 quarter hours of college work with a 2.00 grade point average for graduation with the A.A. degree.

**2-Year Associate of Arts Programs**

| Selected Course of Study | Department for Counseling | Hours of Field Experience or Special Provision |
|---|---|---|
| Broadcasting | Communication | Internship — local radio or TV stations. |
| Community and Home Services | Missiology and Human Services | None |
| Child Care | Education/Psychology | 12 hours clinical field experience |
| Pre-Engineering | Mathematics-Science | Cooperative transfer arrangement with Georgia Tech |
| Retail Management | Business | 6-9 hours of Internship a cooperative plan is available with Sears for selected students |
| Secretarial Administration | Business | 6-9 hours of Internship |

## Army-Navy-Air Force ROTC

Trevecca has a cooperative agreement with Vanderbilt University in order that students from Trevecca may receive credit for Army and Navy ROTC work taken at Vanderbilt without cost to the student and transferred back on the degree program at Trevecca. Upon successful completion of the Bachelor degree at Trevecca in the subject of the student's choice, and successful completion of the ROTC program at the Vanderbilt units, the student will receive a commission in the Navy or the Army.

Trevecca has a formal cross-town agreement with Tennessee State University which allows students at Trevecca to participate in the Air Force ROTC program at Tennessee State University on the same basis as students enrolled at that university. Trevecca students are eligible for Air Force scholarships and for financial assistance both for the advanced and for the beginning Air Force ROTC programs. Upon completion of the degrees at Trevecca and successful completion of the ROTC program at Tennessee State the student will be commissioned as Second Lieutenant in the Air Force.

The location of Trevecca makes these cross-town agreements attractive for students desiring officers training in the new, voluntary Army, Navy, or Air Force.

## CURRICULUM

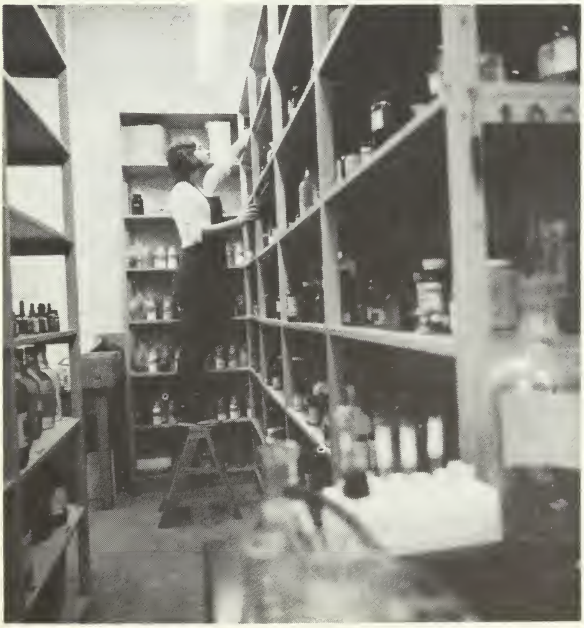
### Academic Structure Chart

The curriculum of Trevecca Nazarene College is organized into twelve teaching departmental areas with majors and minors as follows:

| Department | Degree | Major | Minor | Pre-Professional Studies | Para-Professional Programs |
|---|---|---|---|---|---|
| Allied Health | B.S. | Physician Associate | | | |
| Biological-Physical Sciences | B.S. | Biology* | Biology | Pre-Nursing (2 yrs.)<br>Pre-Medicine<br>Pre-Dental<br>Pre-Pharmacy | |
| | B.S. | Chemistry* | Chemistry | | |
| | B.S. | Med. Technology | Physics | | |
| | B.S. | Physical Science | Physical Science | | |
| | B.S. | Gen. Science* | General Science | | |
| Communications-Speech | B.S. | Communications-Speech | Communications-Speech | | |
| | A.A. | | | | Broadcasting |
| Economics and Business Administration | B.S. | Bus. Admin. | Bus. Admin.<br>Economics | | |
| | B.S. | Accounting | Accounting | | |
| | B.S. | Bus. Educ.* | | | |
| | B.S. | Exec. Sec. | Exec. Sec. | | |
| | A.A. | | | | Retail Management |
| | A.A. | | | | Sec. Administration |
| Education and Psychology | B.S. | Elem. Educ.* | Reading and Language Arts<br>Early Childhood | | |
| | B.S. | Behavioral Science | Behavioral Science | | |
| | B.S. | Psychology | Psychology | | |
| | A.A. | | | | Child Care |
| Fine Arts | B.S. | Music | | | |
| | B.S. | Music Educ.* | Music | | |
| | B.S. | Church Music | Art | | |
| Physical Education Health and Recreation | B.S. | Physical Educ.* | Physical Educ.<br>Coaching | | |
| History and Political Science | B.A. | History* | History | Pre-Law | |
| | B.A. | Social Sci.* | Social Sci. | | |
| English and Language | B.A. | English* | English | | |
| | B.A. | English-Speech* | Library Science | | |
| | B.A. | Humanities | Humanities | | |
| Mathematics | B.S. | Mathematics* | Mathematics | | |
| | A.A. | | | | Pre-Engineering |
| Missiology and Human Services | B.S. | Missions | Missions<br>Sociology | | |
| | A.A. | | Social Welfare | | Community and Home Services |
| Religion, Philosophy Church Ministries | B.A. | Religion<br>Pastoral Ministry<br>Pre-Seminary<br>Religious Studies | Philosophy<br>Biblical Studies<br>Religious Studies | | |
| | B.S. | Multiple Church Ministries | Lay Ministry | | |

*A program leading to teacher certification is available in these fields.

# PROGRAMS OF STUDY BY DEPARTMENT



Course Numbering System:

1000 — courses — Freshmen
2000 — courses — Sophomores
3000 — courses — Juniors
4000 — courses — Seniors

Freshmen may take 1000-2000 courses. Sophomores may take 1000-2000-3000 courses. Juniors may take courses on all levels. Seniors may not take 1000 courses without approval from the Dean of the College.

The numbers enclosed within parentheses opposite the course number and name represent the number of credit hours awarded for the course.

## INTERDEPARTMENTAL PROGRAMS

Several special interdepartmental programs are offered at Trevecca by cooperating departments. Advisors for these programs are assigned by the Dean of the College.

## I. BEHAVIORAL SCIENCE MAJOR:

### B.S. BEHAVIORAL SCIENCES

(Joint program in psychology and sociology involving the Department of Education-Psychology, and the Department of Missiology and Human Services.)

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: Psychology 2010-20; Sociology 2010, 3500 plus 23 hours of electives in Sociology, Psychology, or Anthroplology | 40 hours |
| Minor: Selected from any field | 24 hours |
| General Electives | 50 hours |
| Total | 192 hours |

**Interdepartmental Minor in Behavioral Science**

Includes 24 hours of courses in psychology and sociology. Psychology 2010 and 2020 and Sociology 2010 are required. Separate minors are also available in sociology and in psychology (see the individual department).

## II. SOCIAL SCIENCE MAJOR

### B.A. SOCIAL SCIENCE

(A joint offering of the Departments of History-Political Science-Geography; Economics and Business Administration; and Missology and Human Service.)

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: American History — 9 hours; Choice of 4 of the following Political Science — 9 hours; Economics — 9 hours; Geography — 9 hours; Sociology — 9 hours; Psychology — 9 hours | 45 hours |

| | |
|---|---|
| Minor: Selected from any approved field | 24 hours |
| Professional Education Requirements | 45 hours |
| Total | 192 hours |

This interdepartmental major is recommended for teachers in Junior High School or Middle School work. In some cases it can lead to work at the Secondary level. Consultation should be made with the Director of Teacher Education concerning certification requirements.

**Interdepartmental Minor in Social Sciences**

Consists of 27 hours of approved courses selected from three of the following five fields: political science, history, geography, economics and sociology. The program should contain a minimum of 9 hours in different fields.

## III. HUMANITIES MAJOR

### B. A. IN HUMANITIES

The following Interdepartmental Major in Humanities is a joint offering in English, History, Philosophy and Fine Arts.

| | |
|---|---|
| Literature | 10 hours |
| History | 8 hours |
| Philosophy | 8 hours |
| Music History & Appreciation | 3 hours |
| Art History & Appreciation | 3 hours |
| Electives (from above areas) | 8 hours |
| Total (above general educ.) | 40 hours |

A coordinator will be available in the English and Language Department to advise majors.

**Interdepartmental Minor in Humanities**

| | |
|---|---|
| Literature | 6 hours |
| History | 4 hours |
| Philosophy | 4 hours |
| Music History & Appreciation / non-applied areas | 3 hours |
| or | |
| Art History & Appreciation / non-applied areas | 3 hours |
| Total (including electives) | 24 hours |

## INTERDEPARTMENTAL COURSES REQUIRED IN THE GENERAL EDUCATION CORE CURRICULUM

**INT 1000 – Freshman Studies** (1)

An orientation course rquired of all entering freshman each fall to acquaint them with academic procedures, study habits, scheduling, and career planning.

**INT 1500 – Man's Aesthetic Experience** (5)
Music and art apprecition.

**INT 1550 – Man's Social Relations** (5)
A course integrating sociology, economics, and political science.

**INT 1610 – Man's Biotic Environment** (5)
A course integrating biology in relationship to man and his environment.

**INT 1620 – Man's Physical Environment** (4)
A course integrating chemistry and physics in relationship to man and his environment.

**INT 1700 – Man's Literary Heritage** (5)
This course is designed to enable the student to see man as he has revealed himself through his literary masterpieces from ancient times to the present.

**INT 1800 – Basic Global History** (4)
An introduction to the major developments of civilization from ancient history through the medieval period and including the transition to modern times.

**INT 1810 – Modern Global History** (4)
World history from 1789 to the present, including political, social and economic developments. Special attention will be given to the impact of the American experience on the modern world.

**INT 2060 – Basic Statistics** (5)
A general statistics course taught alternately by the Business Department and Education-Psychology Department. Counts toward language substitution requirements.

## DEPARTMENT OF ALLIED HEALTH

**Dr. Earl E. Vastbinder (Chairman), Dr. Slonecker.**

The Physician Associate (assistant to the primary care physician) is a new health care worker whose purpose is to extend the services of a physician. He performs diagnostic and therapeutic tasks under the supervision of the physician in the following general categories: the collection of medical data, the management of minor trauma and non-diagnostic medical problems, and monitoring the care of patients with chronic medical conditions. Aid provided by the P.A. in these general duties enables the physician to focus his attention specifically on complex medical problems.

For years medical care focused on the hospitalized patient. Therefore most training given to physicians, nurses, and allied health professionals was directed toward hospital care. Today, due to the continued rising cost of institutional treatment, emphasis is shifting toward ambulatory care. The P.A.'s training is designed to facilitate diagnosis, management, and treatment of the outpatient, making him an invaluable new member of the present health-care team.

The Physician Associate Program has been designed to meet the *Guidelines for Educational Programs for the Assistant to the Primary Care Physician* as developed by the Council on Medical Education of the American Medical Association. This agency has been informed of our program plans and an application for preliminary accreditation will be submitted after formal classes have begun.

Graduates of accredited programs are eligible to take The National Certifying Examination administered by The National Board of Medical Examiners. Forty states currently provide either certification for the physician's assistant or legislation which allows his function. Tennessee has an exclusion in its Medical Practice Act allowing the physician's assistant to work under the supervision of a physician.

Although more than 50 accredited programs exist throughout the United States, Trevecca will implement the first such program in the state of Tennessee. Trevecca's Physician Associate Program will be unique because its ultimate goal is the preparation of men and women desiring medical missions service, either in a foreign or home field.

## Role of the Physician Associate

Collection of Medical Data
- Obtain medical history
- Perform physical examination
- Perform basic laboratory tests

Management of Non-diagnostic Medical Problems
- Treat minor trauma
- Assist at surgery
- Well child care
- Advise on health maintenance

Treatment of Minor Medical Problems
- Monitor chronic medical problems
- Assist in nursing home care
- Assist routine pre-natal care

## B.S. IN PHYSICIAN ASSOCIATE

### Curriculum

Admission to the professional program will be at the third year college level. Students will have completed general study requirements and pre-requisites of general chemistry, anatomy, physiology, microbiology,

psychology, and sociology. The professional curriculum for the P.A. program is as follows:

**Pre-Professional**

1. General Chemistry
2. Anatomy
3. Physiology
4. Microbiology
5. Psychology
6. Sociology

**Professional**

*Third Year*

*1st quarter* — *hours*

1. Introduction to the Profession . . . . . 3
2. Biology of Disease (modules 1-5) . . . . . 8
3. Counseling and Interviewing Skills . . . . . 2
4. Medical Terminology . . . . . 2
5. Medical Ethics . . . . . 2

*2nd quarter*

1. Clinical Medicine . . . . . 4
2. Laboratory Medicine . . . . . 4
3. Physical Diagnosis . . . . . 4
4. Pharmacology . . . . . 4
5. Electrocardiology . . . . . 2

*3rd quarter*

1. Clinical Medicine . . . . . 4
2. Physical Diagnosis . . . . . 4
3. Office Procedures . . . . . 4
4. Introduction to Pediatrics . . . . . 2
5. Psychiatry . . . . . 4

| *Fourth year* | *Locations* | |
|---|---|---|
| 1. Pediatrics | (Private Office) | 8 weeks |
| 2. Family Medicine | (Private Office) | 8 weeks |
| 3. Medicine | (Out-patient Clinic & Hosp.) | 8 weeks (4+4) |
| 4. Emergency Medicine | (Hosp. E.R.) | 4 weeks |
| 5. Surgery | (Private Office) | 4 weeks |
| 6. Obstetrics & Gynecology | (Hosp. & Health Dept.) | 4 weeks |
| 7. Dermatology | (Private Office) | 2 weeks |
| 8. Psychiatry | (Private Office) | 2 weeks |
| 9. Preceptorship | (Private Office) | 8 weeks |

## DEPARTMENT OF BIOLOGICAL-PHYSICAL SCIENCES

**Mr. Dix (Chairman), Mr. Costa, Mrs. Fuqua, Dr. Nyssen, Dr. Ungar, Dr. Cummings, Dr. Martindale.**

The Department of Biological and Physical Sciences provides basic

courses which offer an introduction to scientific method and to the modern world of science. Majors may, with appropriate courses in education, prepare for teaching biology, chemistry, or physics in secondary schools. Students with excellent records may prepare for graduate school, and others may desire to use their training for industry, or pre-prefessional training for medicine, dentistry, pharmacy, or medical technology. With properly selected courses a student may complete two years at Trevecca and transfer to an institution offering a four year program leading to the B.S. degree in Nursing.

## TECH AQUA BIOLOGICAL STATION

Trevecca cooperates in a Middle Tennessee Biological Field Station. This Tech Aqua Biological Station is located on State Highway 65, eight miles north of Smithville, Tennessee. Operation of the Tech Aqua Biological Station is supported by a grant from the National Science Foundation. The Station is operated and controlled by the Tech Aqua Development Consortium Advisory Group composed of Tennessee Technological University, Belmont College, Fisk University, Middle Tennessee State University, U.T.-Martin, Tennessee State University, Trevecca Nazarene College, the University of the South, Vanderbilt University, and Western Kentucky University.

A full summer school program is conducted by the consortium each year. A student may receive from four to 16 quarter hours credit in biology. All courses require prior completion of one year of college biology. Students interested in this special program should contact the chairman of the Science Department.

### B.S. IN BIOLOGICAL SCIENCE

General Education . . . . . .63 hours
(BIO 1510 and Phy. 1010 or 1110
instead of INT 1610-20)
Language or Language options . . . . . .15 hours
Major (above Bio. 1510) . . . . . .40 hours
Must include the following:
Botany . . . . . .10 hours
Zoology . . . . . 8 hours
Genetics . . . . . 4 hours
Support Courses . . . . . .24 hours
Chemistry 1040-50-60
Organic Chemistry 2010-20-30
Math through College Trig or equivalent
Minor: Physical Science (strongly advised) . . . . . .36 hours
Must include the following:
Chemistry 1010-20-30 or 1040-50-60
Organic Chemistry 2010-20-30
Physics 1110-20-30
Electives or Teacher Certification . . . . . .38 hours
Total . . . . . .192 hours

*Minor in Biological Science* . . . . . .28 hours
Includes 10 hours in Botany in addition to courses in Biological Science beyond the general education requirements in Science.

## B.S. IN CHEMISTRY

General Education . . . . . .63 hours
Language or Language options . . . . . .15 hours
Major . . . . . .44 hours
Must include the following:
General Chemistry 1040-50-60
Analytical Chemistry . . . . . .8 hours
Organic Chemistry . . . . . .8 hours
Physical Chemistry . . . . . .4 hours
Support Courses . . . . . .17 hours
Physics 1110-20-30 or 2110-20-30
Biology 1510
Minor: Selected from any field . . . . . .24 hours
Electives . . . . . .29 hours
Total . . . . . .192 hours
*Minor in Chemistry* . . . . . .28 hours
Includes 28 hours in Chemistry beyond the general education requirements in Science.

## B.S. IN GENERAL SCIENCE

For students in secondary education who desire to teach in more than one science area.
General Education . . . . . .63 hours
Language or Language options . . . . . .15 hours
Major . . . . . .48 hours
Must include the following:
Biological Science . . . . . .12 hours
Chemistry . . . . . .12 hours
Physics . . . . . .12 hours
Minor: Selected from any field . . . . . .24 hours
Teacher Education Professional Requirements . . . . . .40 hours
Electives . . . . . 2 hours
Total . . . . . .192 hours
*Minor in General Science* . . . . . .24 hours
Must include 8 hours Biology and 8 hours Physical Science

## B.S. IN PHYSICAL SCIENCE

General Education . . . . . .63 hours
Language or Language options . . . . . .15 hours
Major . . . . . .48 hours
Must include the following:

Physics 1110-20-30 . . . . . .12 hours
Physics . . . . . .12 hours
12 hrs. upper division (from Physics 2610, 3010, 3020 and 3030)
Chemistry 1040, 1050, 1060 . . . . . .12 hours
Chemistry 4010, 4020, 4030 . . . . . .12 hours
or 12 hrs. upper division courses selected from 2010, 2020, 2030, 2510, 2520

Minor: Selected from any field . . . . . .24 hours
Electives . . . . . .42 hours
Total . . . . . .192 hours

*Minor in Physical Science* . . . . . .36 hours
Must include 24 hours of Chemistry and 12 hours of Physics, or 24 hours of Physics and 12 hours of Chemistry.

## B.S. IN MEDICAL TECHNOLOGY

The Science Department is participating in a Medical Technology program with several Nashville Hospitals leading to a B.S. degree in Medical Technology.

1. The student will complete 144 hours at Trevecca in which the following must be included:
   General Education . . . . . 63 hours
   Language or Language options . . . . . .15 hours
   Biology (minimum) . . . . . 30 hours
   Chemistry (minimum) . . . . . 24 hours
   Electives . . . . . 12 hours
   School of Medical Technology . . . . . 48 hours
   Total . . . . . .192 hours
2. The senior year will be taken at the cooperating School of Medical Technology. This year of work will constitute 48 hours credit.
3. The student will register at Trevecca and pay appropriate fees. They will have the responsibilities, rights, and privileges of other senior students enrolled at Trevecca while doing their work in the school of technology. They will usually receive a stipend from the participating hospital.

## PRE-NURSING PROGRAM

The first two years of a Bachelor of Science degree in Nursing may be taken at Trevecca. The student will then transfer to a four year school of nursing. Since the general education requirements differ from one school to another, it is the student's responsibility to check the requirements for the school he plans to attend. The pre-medical advisory committee will help the student in selecting equivalent courses at Trevecca.

## PRE-NURSING

General Education:
English 1020-1030 . . . . . 6 hours
Speech 1010 or 1020 . . . . . 3 hours

| | |
|---|---|
| Physical Ed., 3 courses | 3 hours |
| Basic Global History 1800 | 4 hours |
| Modern Global History 1810 | 4 hours |
| Introduction to Bible Lit 1010-1020 | 8 hours |
| Man's Literary Heritage 1700 | 5 hours |
| Man's Aesthetic Experience 1500 | 5 hours |
| Math 1040 | 3 hours |
| Elective | 1 hours |

Specific Courses:

| | |
|---|---|
| Chemistry 1010-20-30 or 1040-50-60 | 12 hours |
| Biology 1510-20-30 | 13 hours |
| Biology 3520-30 | 8 hours |
| Biology 3030 | 4 hours |
| Biology 2700 (nutrition) | 4 hours |
| General Psychology 2010 | 5 hours |
| Psychology 2170 | 4 hours |
| Introduction to Sociology 2010 | 4 hours |
| Total | 96 hours |

## PRE-PHARMACY

The first two years of a Bachelor of Science degree in pharmacy may be taken at Trevecca.

General Education:

| | |
|---|---|
| English 1020-1030 | 6 hours |
| Speech 1010 or 1020 | 3 hours |
| Man's Literary Heritage 1700 | 5 hours |
| Basic Global History 1800 | 4 hours |
| Modern Global History 1810 | 4 hours |
| Religion 1010-1020 | 8 hours |
| Math 1050-1060 | 8 hours |
| Physical Ed., 3 Activity Courses | 3 hours |
| Introduction to Sociology 1010 | 4 hours |
| General Psychology 2010 | 5 hours |
| Man's Aesthetic Experience 1500 | 5 hours |
| Accounting 2210 | 3 hours |

Specific Courses:

| | |
|---|---|
| Biology 1510-20-30 | 13 hours |
| Chemistry 1040-50-60 | 12 hours |
| Chemistry 2010-20-30 | 12 hours |
| Physics 1110-120-130 or 2110-120-130 | 12 hours |
| Total | 107 hours |

The following professional Pharmacy courses may be taken at Trevecca:

| | |
|---|---|
| Biology 3030 | 4 hours |
| Biology 3510 | 4 hours |
| Biology 3520 | 4 hours |
| Biology 3530 | 4 hours |

## A. BIOLOGICAL SCIENCE

**BIO 1510 – General Biology** (5)
Fundamental concepts in the biological sciences including organization of living matter, celluar structure and function, food production by photosynthesis, energy harvest, reproduction, genetics, and taxonomy. Students majoring or minoring in biology should register for this course instead of 1610. 3 hours lecture and 3 hours laboratory each week.

**BIO 1520 – Invertebrate Zoology** (4)
A study of principles of Zoology that apply to invertebrates with laboratory study of selected organisms. Prerequisite: General Biology 1510 or equivalent. 2 hours lecture and 4 hours lab.

**BIO 1530 – Vertebrate Zoology (Comparative Anatomy)** (4)
A comparative study of the vertebrates emphasizing anatomy, physiology, adaptations, and phylogeny. Laboratory emphasis on the dogfish shark and the cat. Prerequisite: General Biology 1510 or equivalent. 2 hours lecture and 4 hours lab.

**BIO 2500 – Ecology** (4)
A study of both plants and animals and their relationship to their environment. Extensive field work utilizing major techniques of field biology. Prerequisite: one year science or permission of the department. 2 hours lecture and 4 hours lab.

**BIO 2510 – Botany** (5)
**2520** A study of the morphology, physiology, life cycles, and taxonomy of the plant phyla. 3 hours lecture and 4 hours lab.

**BIO 270 – Nutrition** (4)
(See Community and Home Service 3030)

**BIO 3010 – Histology** (4)
A study of mammalian tissues and microscopic identification of cells, tissues and organs. Opportunities for practice in the preparation of microscopic slides will be given. 3 hours lecture and 3 hours lab. Prerequisite: 1510-1520-1530 or equivalent.

**BIO 3020 – Embryology** (4)
Gametogenesis, fertilization, cleavage, and gastrulation followed by special study of the development of the organs and systems of the vertebrate, with emphasis on the frog, chick, and mammalian embryos. 3 hours lecture and 3 hours lab. Prerequisite: 1510-1520-1530 or equivalent.

**BIO 3030 – Physiology** (4)
The functions of the systems of the mammal with emphasis on human physiology. 3 hours lecture and 3 hours lab. Prerequisite: 1510-1520-1530 or equivalent.

**BIO 3510 – Biochemistry** (4)

The chemical composition and reaction of living matter. Prerequisite: Organic Chemistry 2010-20-30. Can count toward a degree in either biology or chemistry. Three 1-hour lectures and one 3-hour lab.

**BIO 3520 – Microbiology I** (4)

Emphasis on isolating, identifying, culturing and controlling bacteria. Also includes characteristics of bacteria and an introduction to pathogens of man. 3 hours lecture and 3 hours lab.

**BIO 3530 – Microbiology II** (4)

Emphasizes fungi, viruses, protozoans and rickettsial with special attention to those pathogenic for man. 3 hours lecture and 3 hours lab.

**BIO 3540 – Parasitology** (4)

A survey of the life cycles, host-parasite relationships and control measures of animal parasites with special attention to those of man. 3 hours lecture and 3 hours lab.

**BIO 3550 – Nature Study** (4)

To acquaint teachers with means of utilizing the outdoors in teaching identification of birds, flowers, and trees; including some study of astronomy and geology. 2 hours lecture and 4 hours lab. Prerequisite: Biological Science 1510 or equivalent.

**BIO 3700 – Genetics** (4)

Classical theories of heredity are related to modern knowledge concerning the chemical nature of the gene. Laboratory work with fruit-flies. 3 hours lecture and lab work arranged.

**BIO 3900 – Radiation Studies in Biology and Physics.** (4)

The effects of radiation upon living tissue, both harmful and beneficial. Atomic and molecular structure, radio-activity, cosmic radiation, X-rays photoelectric effects, spectra, solid state phenomena, nuclear energy, and particle accelerators will be considered in this course. Prerequisite: one year of biology, one year of physical science (Chemistry or Physics). 2 hours lecture and 4 hours lab.

**BIO 4000 – History and Philosophy of Science** (4)

The origins of science, the formation of scientific concepts, the logical structure and verification of theories, the meaning and limitation of explanation in science, and implications of some scientific findings for meta-physical, ethical, and social problems.

**BIO 4330 – Special Projects in Biology** (1-4)

Open to biology majors and minors with advanced standing. Individual study in a chosen field with emphasis on basic research techniques under the supervision of the staff member

in that area of biology. 2 hours lab per week for each hour credit. Prerequisite: 1510-1520-1530 or 2510-2520 plus the advanced course in the area of study.

## B. CHEMISTRY

**CHE 1010 – Introductory Chemistry** (4)
Introduction to the basic principles of chemistry. Three 1-hour lectures and one 3-hour lab.

**CHE 1020 – Introductory Chemistry** (4)
Englarges upon principles introduced in Chemistry 101. Three 1-hour lectures and one 3-hour lab.

**CHE 1030 – Introductory Organic Chemistry** (4)
Introduces the basic organic groups and their reactions. Chemistry 1010 and 1020 are prerequisites. Three 1-hour lectures and one 3-hour lab.

**CHE 1040 – General Chemistry** (4)
**1050** This sequence is for students planing further work in chemistry.
**1060** Topics discussed include chemical notation, atomic structures, periodic relationships, bonding, chemical equilibrium, acids, bases, salts, redox reactions, and qualitative analysis. Three 1-hour lectures and one 3-hour lab.

**CHE 2010 – Organic Chemistry** (4)
**2020** An introduction to the study of the compounds carbon – their
**2030** classification, nomenclature, preparation, and reactions. Prerequisite: one year of college chemistry. Three 1-hour lectures and one 3-hour lab.

**CHE 2510 – Analytical Chemistry-Quantitative** (4)
**2520** A study of volumetric, gravimetric, and instrumental methods of quantitative inorganic analysis. Two 1-hour lectures and two 3-hour labs.

**CHE 3210 – Inorganic Preparations** (3)
A laboratory course open to advanced students in chemistry. Inorganic compounds are prepared in pure conditions. Prerequisite: Chemistry 1060 or equivalent. This course is to be offered as a special studies course during any quarter. 9 hours Laboratory.

**CHE 4010 – Physical Chemistry: Thermodynamics** (4)
Thermodynamics and its application to phase equilibria, surface phenomena, and electrochemistry. Prerequisites: Math 2010-20-30, General Physics 1110-1120-1130, and Chemistry 1040-1050-1060. Three 1-hour lectures, one 3-hour lab.

**CHE 4020 – Physical Chemistry: Quantum Theory and Modern Physics** (4)
Quantum mechanics, modern physics, and nuclear phenomena. Prerequisites: same as Chemistry 4010. Three 1-hour lectures and one 3-hour lab.

**CHE 4030 – Physical Chemistry: Spectroscopy and Dynamics** (4)
Kinetics, irreversible processes, and spectroscopic methods of molecular structure determination, Prerequisites: Math 2010-2020-2030, General Physics 1110-1120-1130, Chemistry 1040-50-60, and Chemistry 4020. Three 1-hour lectures and one 3-hour lab.

**CHE 4330 – Special Projects in Chemistry** (1-4)
Open to chemistry majors and minors with advanced standing. The course consists of individual study in a chosen field with emphasis on basic research techniques under the supervision of the staff member in that area of chemistry. 2 hours laboratory per week for each hour credit. Prerequisite: 1040-50-60 plus the advanced course in the area of study.

## C. PHYSICS

**Department Minor** consists of 28 hours of physics. Must include Physics 1110-1120-1130 and 3010-3020-3030.

**PHY 1010 – Introduction to Physics** (4)
The fundamental concepts of physics.
Three lectures and one 2-hour lab.

**PHY 1110 – General Physics** (4)
**1120** For students in biology, engineering, and medicine. Includes
**1130** mechanics, heat, sound, electricity and magnetism, light and modern physics. Three 1-hour lectures and one 2-hours lab.

**PHY 2110 – General Physics** (4)
**2120** A course designed for students in the physical sciences and
**2130** mathematics. Calculus is used in the mathematical description of physical processes. Subject material and instruct are the same as Physics 1110, 1120, 1130. Prerequistite: Mathematics 2010, 2030. (May be taught concurrently with Physics 1110, 1120, 1130.)

**PHY 2600 – Sound Systems** (4)
Vibrating Systems, Nature of sound, hearing, phono and tape systems, microphones, amplifiers and loud speakers systems will be discussed. Three hours lecture and one hour lab.

**PHY 2610 – Electronics** (4)
A study of modern electronics from both circuit design and "black box" viewpoints; transistors, tubes, integrated circuits, and operational amplifiers. Prerequisites: Physics 1130. Two hours lecture and two 3-hour labs.

**PHY 2710 – Scientific Instrumentation** (4)
The basic measurement interaction and the signal processing are described for a number of technically important physical, chemical, biological and medical instruments. Prerequisites: Physics 1110-1120-1130. Two 1-hour lectures and two 2-hour labs.

**PHY 3010 – Mechanics** (4)
A rigorous treatment of Newton's laws, energy and momentum conservation, gravitation rotation of symetrical and asymetrical bodies and an introduction to the Lagrangian and the Hamiltonian. Prerequisites: Physics 110-120-130 and Calculus. Three hours lecture and one 3-hour lab.

**PHY 3020 – Electricity and Magnetism** (4)
A brief introduction to electric circuits, electrostatics, magnetostatics, material properties, and an introduction of Maxwell's equations. Prerequisite: Physics 110-120-130 and Calculus. Three hours lecture and one 3-hour lab.

**PHY 3030 – Waves** (4)
Mechanical, electromagnetic and probability waves. Radiation, propagation and interaction with boundaries. Prerequisite: Physics 3010 and 3020. Three hours lecture and one 3-hour lab. Alternate years.

**PHY 4330 – Special Projects in Physics** (1-4)
Open to Science majors and minors with advanced standing. Individual study in a chosen field under the supervision of a staff member in Physics. 2 hours lab per week for each hour credit.

## SPECIAL SCIENCE COURSES

**SCI 3490 – Science for the Elementary School** (3)
**3500** Materials, methods and current trends in teaching science in the elementary school. Basic concepts of science are also stressed. 3490 – biological science, 3500 – physical sciences. Two hours lecture and two hours lab.

**SCI 3510 – Earth and Space Science** (3)
Materials, methods, and current trends in teach weather, astronomy, and geology. Appropriate for both elementary and junior high teachers. Two hours lecture and two hours lab.

**SCI 3600 – Materials and Methods of Teaching Science in the Secondary School** (3)
Includes a comprehensive file of science materials and references, a study of laboratory technique and a review of basic subject matter.

SCI 4700 – Medical Technology Internship (16)
Includes 16 hours each quarter of the senior year while taking work at a cooperating Nashville hospital.

## DEPARTMENT OF COMMUNICATIONS AND SPEECH

**Dr. Cleckner (Chairman), Mr. Coulter, Dr. Quiggins, Mr. Brower, Mr. Smith**

The Department of Communications offers a broad training in communications and speech. The Curriculum is designed to fit the needs of students in effective speaking, interpersonal communication and human relations, radio broadcasting, and dramatic art. It makes an effective second major for those who have chosen their vocation. Practical experience is achieved through an internship sponsored by the department.

In addition, the Department of Communications and Speech cooperates with the Department of English and Modern Languages in offering a degree in English-Speech with the option of students certifying to teach in both areas.

### B.S. IN SPEECH COMMUNICATIONS AND HUMAN RELATIONS

General Education . . . . . 63 hours
Language or Language options . . . . . .15 hours
Major . . . . . 40 hours
Includes COM 1010 or 1020 plus 37 hours of electives under advisement faculty advisor. Up to 12 hours of psychology may be applied to major.
Minor: Selected from any field . . . . . 24 hours
Electives . . . . . 50 hours
Total . . . . . .192 hours
*Minor in Speech Communications* . . . . . .24 hours
COM 1010 or 1020 plus 21 hours from courses numbered 200 or above.

### A.A. IN BROADCASTING
(Two Year Program)

This two year program is a specialized career oriented program, but is sufficiently flexible to enable a student to later complete the requirements for a Bachelor's degree.

English 1020, 1030, 2150 . . . . . 10 hours
Religion 1010, 1020 . . . . . 8 hours
Man's Social Relations (INT 1550) . . . . . 5 hours
BSE 1000, Economic 2030 . . . . . 7 hours
Physical Education . . . . . 1 hours
Man's Aesthetic Experiences (INT 1500) . . . . . 5 hours
Communications 1020, 2100, 2110, 2260, 2530, 3250, 3500, 3750 . . . . . 35 hours
Electives . . . . . 17 hours

Internship 4510 (Last quarter in program.) . . . . . 8 hours
Total . . . . . 96 hours

## SPEECH COMMUNICATIONS – HUMAN RELATIONS

**COM 1010 – Fundamentals of Public Speaking** (3)
Introductory course in the basic area of speech. Instruction and experience is given in the principles and practices of oral discourage. Emphasis is offered in communication theory, small group discussion, listening, oral reading, and informal and formal talks.

**COM 1020 – Interpersonal Communications** (3)
Communication theory and its application to interpersonal relations. Development of knowledge, insights, and skills in the processes of interaction.

**COM 2040 – Argumentation and Debate** (4)
Analysis of the theory and techniques of argumentation. Opportunity for student performance in the preparation and criticism of argument. Also includes a study of the theories and application of persuasion.

**COM 2100 – Survey of Broadcasting** (4)
A study of all aspects of broadcasting, including history and social implications, government regulations, programming codes and policies, public service responsibilities, and current issues in the field. Emphasizes work leading to a third class radio telephone operators license.

**COM 2110 – Radio and Television Announcing** (4)
A lecture-laboratory course to familiarize students with a variety of general broadcast speaking situations and techniques. Opportunity for actual on-the-air experience is provided through the broadcasting facilities of WNAZ-FM. Alternate years.

**COM 2210 – Conflict Management in Interpersonal Relations** (4)
Interpersonal behavior conflicts with emphasis upon contemporary communicative situations. Psychological and linguistic barriers to human understanding are analyzed and discussed. Prerequisite: COM 1020.

**COM 2230 – Oral Interpretation** (4)
Understanding the intellectual, emotional, and aesthetic aspects of literature with emphasis on its communication to the listener.

**COM 2240 – Introduction to Speech Science** (4)
Topics will include the physiological properties of the speech mechanism, basic phonetic and phonemic principles, generative grammar, psychological studies of grammar, animal communication,

child language, disorders of communication, and models of speech perception and production.

**COM 2250 – Introduction to Dramatic Art** (4)
A comprehensive survey of the theory and history of the theatre and drama. In three parts: (1) The classical period, (2) The Middle Ages, the Renaissance, and the seventeenth century and, (3) The eighteenth and nineteenth centuries and the modern period.

**COM 2260 – Fundementals of Play Directing I** (4)
Principles and practices of motivational analysis, composition, movement, stage business and rehearsal techniques. Each student will direct a memorized scene. Cast is from the class.

**COM 2270 – Play Directing II** (4)
A limited number of students will select a one act play, cast it, direct the entire rehearsal period, and see it through to performance. The class will meet weekly to discuss directing problems. Prerequisite: Facilitators permission.

**COM 2530 – Radio Production** (4)
A study of the equipment, principles, and techniques of radio program production. Program styles, audience promotion, scripting, and budgeting are discussed in detail, with practical experience provided in producing radio programs.

**COM 3010 – American Public Address to 1900** (4)
A study of oral discourse on social, political, economic and religious issues in American Society to 1900. Prerequisite: Speech 1010 or 1020. Alternate years.

**COM 3020 – Twentieth Century Public Address** (4)
Same as 3010, except since 1900. Sound recordings of recent major speeches, and current television speeches are used. Prerequisite: COM 1010 or 1020.

**COM 3120 – Communication for the Classroom Teacher** (4)
Training in the areas of voice science and phonetices to prepare prospective teachers to recognize speech defects as well as to aid students who have them. Alternate years.

**COM 3150 – Advanced Public Speaking** (4)
Communication and its application to the preparation, presentation, and criticism of oral discourse. Special emphasis is given to the psychological, rhetorical and ethical principles of public speaking. Prerequisite: COM 1010 or 1020.

**COM 3220 – Personnel and Human Relations in Organizations** (4)
Survey of research and procedures relating to personnel and placement. Psychology applied to practical problems of human interaction, group processes, and leadership.

**COM 3250 – Radio and Television Advertising** (4)
Evaluation of broadcasting as advertising media, planning and preparation of broadcasting advertising measurement and effectiveness.

**COM 3500 – Television Production** (4)
A study of television production principles, techniques, and equipments, supplemented by television workshop exercises, designed to give the student basic understanding of television production from script to finished program.

**COM 3750 – Writing for Radio and Television** (4)
A practical study of various types of broacast writing with exercises in writing commercials, public service and promotional announcements, and general programming scripts. Prerequisite: Journalism 2150.

**COM 4010 – Station Management** (4)
A course designed to acquaint students with the practical management of the broadcasting station. Such problems as applying for station permits, planning facilities, selecting equipment, training and supervising staff members, determining community needs, and meeting operating costs will be studied.

**COM 4140 – Seminar: Group Processes** (4)
An examination of the objectives of group dynamics with special attention given to group processes, leadership, and communication in the small group. Prerequistite: Consent of instructor, or 6 hours of communication or psychology.

**COM 4150 – Salesmanship** (4)
An examination of communication in the sales process and an analysis of it in the major sales training programs.

**COM 4160 – Seminar in Speech Communications and Human Relations** (4)
A seminar designed for upper division students who desire to investigate various aspects related to speech communications, human relations, drama, or broadcasting.

**COM 4170 – Communication: Honors Course** (1)
For selected students who desire to participate in the intercollegiate forensic program. A practicum in debate, discussion, oratory, extermporary speaking, and oral interpretation. A maximum of 6 hours may be earned and only one per quarter. Prerequisite: Consent of instructor.

**COM 4180 – Seminar: Coaching Debate and Forensics** (4)
Understanding the goals, and problems, and rewards arising from selecting and preparing students for competitive activity. Activities are planned to give actual experience in this area. Prerequisite: Consent of instructor.

**COM 4310 – Reading in Communication** (1)
Readings are directed toward communication, human relations, forensics, radio-T.V., or drama.

**COM 4330 – Communications: Study and Research** (1-4)
Individual guided study and research on special problems related to speech communication, human relations, drama, or broadcasting. Project must be approved by instructor before enrollment.

**COM 4510 – Internship** (4)
Intensive study, observation and participation in various field projects.

## DEPARTMENT OF ECONOMICS AND BUSINESS ADMINISTRATION

**Mr. Skinner (Chairman), Mr. Teter,**
**Mrs. Niece, Mr. Ackerson, Dr. Dale, Mr. Cole, Miss McGee**

Business Administration majors are given broad training in liberal arts subjects and in addition take the core program in business. Business majors are encouraged to minor in mathematics, accounting, economics, retailing or behavioral science. This major program is designed to prepare young men and women for careers in business and industry directly or through the many management training programs available in modern corporations. Students with outstanding records are encouraged to go on to graduate school from this program.

Accounting data are widely used by all types of businesses and by the government. Students who have a broad training in the field of business supplemented by a major in accounting may find professional opportunities in public or private accounting, or in governmental or non-profit institutional services.

The student who is interested in public accounting may prepare for the C.P.A. examination which is given twice each year by the State Board of Examiners of Certified Public Accountants. The requirements for taking this examination are established by the State Board; therefore, the student should make inquiry regarding the specific requirements well in advance of the examination.

Business Education majors are given training to make them effective teachers in secondary schools. Basic business subjects are included in the curriculum. Business Education majors select a minor in economics, accounting, or executive secretarial. The student must meet the professional educational requirement for certification. A student should prepare for a minimum of certification in three fields of business selected from: typewriting; shorthand; business law; economics; accounting.

Executive Secretarial, a course of study leading to the Bachelor of Science degree with a major in Business, is offered to students wishing to prepare themselves specifically for an executive secretary or other responsible personal secretarial positions. This type of major provides

the graduate with a broad liberal arts background; tool courses of business such as economics, accounting, and business law; plus the basic secretarial skills. There is currently a large nation-wide demand for college graduates in the liberal arts with these basic secretarial skills. Note that this is a highly professional program designed to develop executive secretarial talent for commerce and industry.

## B.S. IN BUSINESS ADMINISTRATION

General Education . . . . . 63 hours
Language or Language options . . . . . .15 hours
Major: Economics 2000-2010; Economics 3250 or 3260; Accounting 2210-20-30; Business Administration 3030; Business Administration 4040-4050; and electives from upper division courses in Economics, Accounting or Business Administration totaling 11 hours . . . . . .40-45 hours
Minor: Selected from any field . . . . . 24 hours
Electives . . . . . .45-50 hours
Total . . . . . 192 hours
*Minor in Business Administration* . . . . . .24 hours
Includes 24 hours of approved courses.

## B.S. IN BUSINESS ADMINISTRATION WITH A MAJOR IN ACCOUNTING

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Professional Business Requirements: Economics 2000-2010; Economics 3250 or 3260; Business Administration 3030; Business Administration 4040-4050 . . . . . 24 hours
Major: Accounting 2210-2220, 2230; Accounting 3240-3250; Accounting 3300; Accounting 3350; Accounting 4100; Accounting 4110, 4120; Accounting 4140 . . . . . 41 hours
Minor: Selected from any field . . . . . 24 hours
Electives . . . . . 25 hours
Total . . . . . 192 hours
*Minor in Accounting* . . . . . 24 hours
Includes 24 hours of approved courses.

## B.S. IN BUSINESS EDUCATION

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major: Economics 2000-2010; Acounting 2210-20-30; Business Administration 3030, 4040, 4050; Business Education 2250, 2350; plus options in 3 of 5 fields to be selected from typing; shorthand; economics; accounting; business law for certification in selected areas . . . . . 45 hours
Minor: Must be in economics, accounting, or executive secretarial . . . . . 24 hours

Professional requirements for certification: Secondary education courses are selected with advisement of the department head. Student teaching EDU 4170 (12 hrs.) is part of this requirement . . . . . 40 hours
Electives . . . . . 5 hours
Total . . . . . 192 hours
*Minor in Business Education* . . . . . 24 hours
Includes 24 hours of approved courses.

## B.S. IN EXECUTIVE SECRETARIAL

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major: Economics 2000-2010; Accounting 2210-20-30; Business Administration 3030, 4040-4050; Business Education 2250, 2350; Electives in accounting, business education or business administration totaling 10 hours . . . . . 45 hours
Minor: Selected from any field . . . . . 24 hours
General Electives . . . . . 45 hours
Total . . . . . 192 hours
*Minor in Executive Secretarial* . . . . . 24 hours
Includes 24 hours of approved courses.

## A.A. IN BUSINESS ADMINISTRATION (TWO-YEAR PROGRAM)

Students who cannot devote four years to a degree program may register for one of the two-year programs which will qualify them for the Associate of Arts degree. These two-year programs are sufficiently flexible to enable a student to later complete the requirements for a Bachelor of Science degree.

The Associate of Arts degree will be granted to students who meet the general requirements of Trevecca Nazarene College, the specific requirements for this section, and complete one of the prescribed two-year curricula as outlined.

Former student who have met the requirements may secure the degree upon earning 12 or more additional credit hours in the Department of Economics and Business Administration.

## GENERAL REQUIREMENTS

Students must present a minimum of 96 credit hours with an average grade of "C" or above. Grades of "C" or above must be earned in Upper Division courses.

Forty of the last 48 hours required for the degree must be registered for and carried in residence at Trevecca Nazarene College.

## CONCENTRATION IN RETAILING

English 1020, 1030 . . . . . 6 hours
Math 1040 . . . . . 3 hours
Accounting 2210 . . . . . 3 hours
Economics 2000, 2010 . . . . . 8 hours

| | |
|---|---|
| RET 3200, 3220, 3240, 3260, 4510 | 25 hours |
| Psychology 2010 | 5 hours |
| Physical Education | 2 hours |
| Speech 1020 | 3 hours |
| Business Administration 3030, 3100, 4040, 4050, 2150 | 21 hours |
| Religion 1010, 1020 | 8 hours |
| Sociology 2010 | 4 hours |
| Electives | 11 hours |
| Total | 96 hours |

CONCENTRATION IN SECRETARIAL ADMINISTRATION

| | |
|---|---|
| Business Ed. 1000, 1050, 1100, 1150, 2300, 2320, 1200, 1250, 2050, 2250, 2350 | 39 hours |
| English 1020, 1030 | 6 hours |
| Psychology 2010 | 5 hours |
| Speech 1020 | 3 hours |
| Math 1040 | 3 hours |
| Accounting 2210 | 3 hours |
| Business Administration 4040, 4050, 3030 | 12 hours |
| Physical Education | 2 hours |
| Religion 1010, 1020 | 8 hours |
| Economics 2010, 2030 | 8 hours |
| Electives | 11 hours |
| Total | 96 hours |

**Business Foundation Courses**

Principles of accounting courses (Accounting 2210-2220-2230) are required of all freshman majors and minors. Principles of economics courses (Economics 2000-2010) are foundation courses and generally prerequisites for all other business courses. Therefore, if possible, these courses should be taken during the student's sophomore year.

## A. ECONOMICS

**ECO 2000 – Principles of Economics** (4)

**2010** An introducation to the study of economics. Discusses the economizing principle in production, consumption, and exchange. Prerequisite to all advanced courses in the department except as noted.

**ECO 2020 – Money and Banking** (4)

Analyzes the relationship between money and credit and the level of economic activity. No prerequisite. Alternate years.

**ECO 2030 – Consumer Economics** (4)

A general course in economics designed for students interested in understanding individual consumers, their purchase decisions, and personal financial arrangement. Designated for non-majors. No prerequisites. Alternate years.

**ECO 3250 – National Income** (4)
Intermediate economic theory concerned with macro economics – national income accounts, factors affecting levels of economic activity, inflation, stabilization and economic growth.

**ECO 3260 – Managerial Economics** (4)
Intermediate micro-economic theory. The role of price in a market society. Alternate years.

**ECO 3270 – International Trade** (4)
Theories of trade; U.S. and world trade patterns; barriers to trade, balance of payments and international monetary policy.

**ECO 4330 – Special Problems in Economics** (1-4)
Self-study courses under faculty direction in areas of economics of special interest to students and not currently available in class. Including economic development, comparative economic systems, history of economic throught.

## B. BUSINESS ADMINISTRATION

**BUS 2110 – Insurance** (4)
The role of insurance in business and society. Alternate years.

**BUS 2150 – Introduction to Automated Data Processing** (5)
Introduction to common language programming, and business data processing equipment in developing total information systems.

**BUS 3020 – Statistics for Business and Economics** (4)
Classification and tabulation of data; frequency distributions; statistical estimation and decision making, and linear regression and correlation with relevance to other social sciences. Prerequisite: INT 2060.

**BUS 3030 – Business Management** (4)
The development of modern management: management problems of direction, planning, organization, coordination and control. Prerequisite: Accounting 2210.

**BUS 3040 – Personnel Management** (4)
The job of the personnel manager and his place in the organization; personnel and manpower programs, organizations and policy in personnel activities.

**BUS 3100 – Marketing** (4)
Business activities in moving goods from production to final consumption. Prerequisite: Economics 2000.

**BUS 3400 – Investments** (4)
Introduction to the stock market and other investment alternatives.

**BUS 4030 — Business Finance** (4)
Business financial problems, credit availability, credit rationing, short term and long term finance and financial policy. Prerequisite: Accounting 2210.

**BUS 4040 — Business Law** (4)
**4050** Basic principles of law covering contracts, agency, bailments and negotiable instruments. Prerequisite: Accounting 2210 for permission of instructor.

**BUS 4060 — Real Estate** (4)
Fundamentals of real estate practice; leasing and property management; valuation, financing, and taxation.

**BUS 4100 — Government and Business** (4)
Activities of government in their relation to business management in such areas as labor relations, wages, production, and prices; Trend and change in economic activity and its bearing upon government policy.

**BUS 4110 — Business Policies** (4)
A systematic approach to company-wide problems; The structure of deciding integrated policies and the administrative processes that are necessary to carry out policies.

**BUS 4330 — Special Problems in Business Administration** (1-4)
Special problems of business administration are analyzed with the view of developing a practical solution. Prerequisite BUS 3030.

**BUS 4510 — Business Administration Internship** (2-4-6)
Business Administration service laboratory (on-the-job experience) under faculty supervision.
Prerequisite BUS 3030.

## C. ACCOUNTING

**ACT 2210 — Principles of Accounting** (3)
**2220** Accounting principles and practices as applied to sole
**2230** proprietorships, partnerships, and corporations. Prerequisite to all other accounting courses.

**ACT 3240 — Intermediate Accounting** (4)
**3250** Accounting theory and problems including accountants' working papers, preparation and analysis of financial statements, inventory procedures, asset valuation, liabilities and ownership interest.

**ACT 3300 — Advanced Accounting** (4)
Advanced problems in bankruptcy, estates and trusts, installment and consignment sales, insurance settlements, consolidated

statements, and other areas of importance to the practice of public accounting. Prerequisite: Accounting 3250.

**ACT 3350 – Systems Design and Auditing** (4)
The design of accounting systems is considered from the point of view of the operating information and control needed by management, with reference to the records, procedures, and machines commonly used in such systems. Such information is related to independent audit examination, which rely heavily on the cilent's procedures and system of internal control.

**ACT 4100 – Tax Accounting** (4)
Income tax accounting with emphasis on personal and small business procedures. No prerequisites.

**ACT 4110 – Cost Accounting** (4)
**4120** Accounting by functions and department. Cost analysis for business firm management.

**ACT 4140 – Managerial Accounting** (4)
An integrated accounting course which ties together portions of other accounting courses as an aid to management decision making. Emphasis on financial statements and their analysis.

**ACT 4250 – Accounting Theory** (4)
Development of basic accounting principles and concepts with a review of some of the major contributions to accounting literature and with special reference to current thought as reflected in the pronouncements of the American Institute of Certified Public Accountants and the American Accounting Association. Prerequisite: 9 hours of accounting.

## D. RETAILING

The objective of the retailing program is to prepare business administration students for management careers in the retail field.

Students work during their junior or senior years in retail stores 15 to 20 hours each week for which they receive compensation at the prevailing rate of pay for the kind of work performed. The on-the-job experience fequently provides material for classroom discussion and analysis. This part of the program, which is listed in the catalog as Retail Internship, provides three hours credit each quarter.

**RET 3200 – Sales Management** (4)
Organization of the sales department, sales planning and forecasting, quotas, territories, performance standards, and analysis and control of distribution cost. Prerequisite: Business Administration 3100.

**RET 3220 – Advertising Management** (4)
Advertising as a function of marketing and merchandising; uses

and limitations of advertising as a tool of management; fundamentals in getting a finished advertisement before potential customers; evaluation criticism and control of advertising. Prerequisite: Business Administration 3100.

**RET 3240 – Procurement and Materials Management** (4)
Purchasing organization, procedures, and policies; market relationships; selection of merchandise and sources of supply; procurement practices in industry. Prerequisite: Business Administration 3100.

**RET 3260 – Retail Management** (4)
Managerial problems and policies concerning financing, location, organization structure, merchandise policies, advertising and sales promotion, personnel management, operating and service policies, accounting and control, and other related management problems. Prerequisite: Business Administration 3100.

**RET 4330 – Independent Study in Retailing** (1-4)
Critical review of the development of retailing thought and important retailing literature. Special and current problems and/or trends in retailing and their impact on the firm and society. Prerequisite: BUS 3100.

**RET 4510 – Retail Internship** (3)
Retail Store Service Laboratory (on-the-job experience.) Under faculty direction. (Note: 9 hours are required; 12 hours are possible.) Prerequisite: minimum of eight credits completed in Retailing courses.

## E. BUSINESS EDUCATION AND EXECUTIVE SECRETARIAL

**BSE 1000 – Beginning Typewriting** (3)
Not open to students with 1 year high school typing.

**BSE 1050 – Beginning Shorthand** (3)
Basic shorthand theory and dictation skills. Not open to those with previous shorthand training.

**BSE 1100 – Intermediate Typewriting** (4)
Improves the basic techniques, speed, accuracy, and basic production skills.

**BSE 1150 – Intermediate Shorthand** (4)
Develops dictation and transcription skills.

**BSE 1200 – Advanced Typewriting** (4)
Advanced problems in typewriting, and improvement of production skills.

**BSE 1250 – Advanced Shorthand** (4)
Develop dictation speed and accuracy.

**BSE 2050 – Dictation and Transcription** (4)
Emphasis on transcription speed. Alternate years.

**BSE 2250 – Business Communication** (4)
A study of the basic letters that must be written in different businesses, organizing research reports and company releases. Alternate years.

**BSE 2300 – Business Machines** (3)
Introduction to the essential technics for successful machine operation.

**BSE 2320 – Records Management** (2)
Filing methods, systems, and equipment; Retention, transfer, and evaluation of filing procedures; creation, design, and use of forms.

**BSE 2350 – Executive Executive Office Procedures** (4)
Organizes the different skills already learned.

**BSE 4330 – Independent Study in Business Education** (1-4)
Includes special projects and/or specialized research in the field.

**BSE 4510 – Secretarial Internship (Honor Course)** (3-12)
Secretarial service laboratory (on-the-job experience) under faculty supervision. Prerequisites: BSE 1100, 1200, and instructor's approval. 3 hours each quarter (maximum 12 hours).

## DEPARTMENT OF EDUCATION AND PSYCHOLOGY

**Dr. Caldwell (Chairman), Mrs. Costa, Dr. Pennington, Dr. Slifer, Dr. Wheelbarger, Mr. Powers, Dr. Rosebrough, Mrs. Cook**

The Department of Education and Psychology administers programs for persons who major in Elementary Education and Psychology and shares responsibility for majors in Behavioral Science. Minors are offered in Reading and Language Arts, Early Childhood, Psychology, and Behavioral Science.

The Bachelor of Science degree in Elementary Education is designed for those desiring to work with pupils in grade one through nine. Those who choose an emphasis in Secondary Education (grades 7-12) will take a major in the subject area they plan to teach in Junior or Senior High School, and will take a minor in a second subject area taught at either of these levels. Trevecca College cooperates with the Metro School System of Nashville in student teaching and in the TEAM project, which is a cooperative teacher education program of the colleges and universities of the Nashville area. It is important that the students expecting to meet certification requirements consult with their faculty advisors and the Director of Teacher Education early in their college careers.

**Admission to Teacher Education – (Elementary and Secondary)**

Application for admission to the teacher education program should be made during the sophomore year or at the beginning of the junior year for transfer students. This is usually done in Education 2000 which should be taken in the sophomore year. *Each application must be approved by the Teacher Education Committee before one is admitted to the Teacher Education Program.* Prerequisites for this program are as follows:

1. **Demonstrate English competence** by presenting an average grade of C or better in English Composition and a recommendation from the Department of English, or by satisfactorily passing an English competency examination. Persons who are selected for advanced placement in English are considered to possess the required level of competency.
2. **Demonstrate speech competence.** Satisfaction of the general education requirement of COM 1010 or 1020 and a recommendation from the Speech Department will be accepted as demonstration of competence. Students who manifest speech problems considered by the Committee on Teacher Education to be detrimental to teaching success may be referred for remedial work.
3. **Demonstrate handwriting skills.** Students who manifest handwriting problems considered by the Committee on Teacher Education to be detrimental to teaching success may be referred for remedial work.
4. **Pass Education 2000** with a minimum of C or better and present a recommendation from the course instructor.
5. **Present and maintain a grade average of not less than 2.2** (four point scale) in all college work. If a student has not achieved this average when he applies, his application will be deferred. If after being admitted to the program, the student's grades fall below the minimum 2.2 cumulative average, he is automatically placed on probation from the Teacher Education Program until the 2.2 grade-point average is attained.
6. **Present three letters of recommendation** from faculty members who have been in a position to judge scholarship, attitude, personality, and promise for future success in the field of teaching. One of these letters must be from the Department Chairman or faculty advisor.
7. **Become a member of STEA,** which provides liability insurance coverage for school situations. This coverage is required during the sophomore, junior and senior years. Membership applications must be completed by September 30 of each year.

**Admission to Student Teaching**

All students expecting to become teachers are required to make formal application for student teaching to the Director of Teacher Education during the spring quarter of their junior year. Any change in schedule for

student teaching must be made by the third week of the quarter preceding that in which student teaching is to be done.

Conditions for admission to student teaching are: (1) previous admission to the Teacher Education program, (2) an overall grade average of 2.2, (3) complete a minimum of half the total of 40 quarter hours required in Professional Education including the basic methods courses in the area or areas of specialization in which student teaching is to be done. Any substitutions for professional courses must be approved by the Director of Teacher Education and the Dean of the College, (4) complete a minimum of half the total hour requirement in the major and minor field in which student teaching is to be done, (5) have a minimum grade-point average of 2.5 in each major area in which student reaching is to be done, (6) be in good standing with the college, (7) secure approval by the Committee on Teacher Education.

It is understood that all of these conditions must be met prior to beginning student teaching.

The coordinator for admission to Teacher Education and student teaching is the Director of Teacher Education. He is assisted by the Teacher Education Committee, which reviews all applications and acts as a review board for marginal cases.

## B.S. IN ELEMENTARY EDUCATION

General Education . . . . . .63 hours
Language or Language options . . . . . .15 hours
Student's program must include Gen Psy 2010, Marriage and Family, and one additional approved Science course
Major . . . . . .43-45 hours

- Science for the Elementary School (SCI 3490-3500) or approved science courses appropriate for the elementary school . . . . . 6 hours
- Children's Literature (EDU 3160 or 3260) . . . . . 4 hours
- Public School Art (3910) . . . . . 3 hours
- Personal and/or Community Health (PED 2040-50) or Public School Health Problams (2100) or Mental Hygiene (PSY 3310) . . . . . 6-7 hours
- Materials & Methods in Physical Education for Elementary Teacher (PED 3220) . . . . . 3 hours
- Lead-up Games & Basic Skill Techniques in Physical Education for Elementary Teachers (PED 3230) . . . . . 3 hours
- Materials and Methods of Teaching Reading in Elementary School (EDU 3140) . . . . . 4 hours
- Math for Elementary School Teachers (MAT 3040) . . . . . 4 hours
- Music Fundamentals (1000) or Music for Elementary Teachers (3400) . . . . . 3 hours

Social Studies for the Elementary School (EDU 3110) 4 hours
Social Science Elective
(American Government, Geography,
Sociology, etc.) . . . . . 3-4 hours
Professional Education: Courses required of all elem. ed. majors for certification include Education 2000, 3130, 3250, 4160; Psychology 2010,2170,3010,3411 . . . . . 41 hours
Minor: Must be chosen from one of the following fields: reading and language arts, early childhood, biology, chemistry, physical science, physical education, history, social science, english, communication-speech, art, music, or mathematics . . . . . 24 hours
Electives . . . . . 4-6 hours
Total . . . . . .192 hours

*Minor in Reading and Language Arts* . . . . . 24 hours
16 hours must be taken from Education 3120,3240,3340, and 4140. An additional 8 hours may be chosen from Education 3160 or 3260, Communications 3120, English 4050.

*Minor in Early Childhood* . . . . . 24 hours
Courses required: EDU 3390, 4050, 416K; Electives: 12 hours from the following: EDU 2040, 2050, 3160, 3240

*Endorsement in Kindergarten — Grade 3*
The Bachelor of Science degree program with a major in Elementary Education establishes eligibility for a teaching certificate for grades 1-9. In addition, an endorsement to teach in Kindergarten — grade 3 requires the following courses: EDU 3390, 4050, 416K . . . . . 12 hours

## SECONDARY TEACHER EDUCATION PROGRAM

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Student's program must include Gen. Psy. 2010, Marriage and Family, and one additional approved Science course
Major: A Major must be selected from one of the department areas of Science, Business Education, Music Education, Physical Education, History, English, Communications-Speech, or Mathematics . . . . . .40-45 hours
Minor: Selection of a minor from the above named departmental areas . . . . . 24 hours
Professional Education Requirements: Courses required of all persons in the Teacher Education Program include Education 2000, 3150 or approved substitute, 3250,4170, Psychology 2010, 2180, 3010, 3411 . . . . . 40 hours
Additional Electives . . . . . 1-6 hours
Total . . . . . .192 hours

## B.S. IN PSYCHOLOGY

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major: Courses required of all majors include
Psychology 2010, 2020, 2170, 2180, 3210, 4060, 4110, 4410, 4350, and 10-12 hours of electives to be chosen from other courses in Psychology . . . . . 45 hours
Minor: Chosen from any departmental area . . . . . 24 hours
Electives . . . . . 45 hours
Total . . . . . .192 hours

*Minor in Psychology* . . . . . .24 hours
Must include Psychology 2010 and 2020.

## ASSOCIATE OF ARTS IN CHILD CARE

This curriculum is designed to prepare a student for a career as a child care worker in a child care center. It includes work with a group of children as a substitute parent in matters of discipline, homemaking activity and recreational activity. Knowledge of child needs and behavior as well as the development of skills in working with children are basic to the program.

English 1020 and 1030 . . . . . 6 hours
Speech 1020 . . . . . 3 hours
Psychology 2010, 2020, 2170 . . . . . .13 hours
Sociology 1550,2010 or 2050, 1900 . . . . . .13 hours
Education 2030, 2040, 2050, 3390, 3160, 3190, 4050 . . . . . .27 hours
Art 2900 or 2930 . . . . . 4 hours
Physical Education 2100 (Health) . . . . . 3 hours
Religion 1010 and 1020 . . . . . 8 hours
Nutrition 3030 . . . . . 4 hours
Music 1000 . . . . . 3 hours
Electives in Education and Behavioral Science . . . . . 12 hours
Total . . . . . .96 hours

### A. EDUCATION

**EDU 2000 – Introduction to Education** (4)
A survey of educational development in its many aspects. Prerequisite to all other courses in education. Lab required.

**EDU 2010 – Practicum in Education** (2)
Observation in the public schools which will enable the student to make a responsible decision regarding his future in teaching. To be taken no later than the fall quarter of the junior year. Prerequisite: Permission of the department.

**EDU 2030 – Observation and Clinical Experience in Child Care** (6)
Observation of the pre-school child in a group setting. The

College Hill Center for Early Childhood Education will be used for the directed laboratory experience. Case study methods will be stressed.

**EDU 2040 – Game Activity for Early Childhood Education** (4)
Stress is placed on psycho-motor development, educating and promoting social group activity for the pre-school child.

**EDU 2050 – Language Arts for Early Childhood Education** (4)
A materials and methods course with emphasis on oral and aural language skills development through involving the child in a variety of activities – listening, speaking, role-playing, and similar developmental tasks.

**EDU 3040 – Classroom Management** (3)
For elementary teachers and principals. Includes study of classroom management, daily schedules, reports, pupil-teacher interaction, discipline, etc.

**EDU 3050 – Socio-Cultural Foundations of Education** (3)
The social foundations of education including the interrelation of the school with other social agencies.

**EDU 3110 – Social Studies for the Elementary School** (4)
A survey of the content of the elementary social studies curriculum, selected methods ot teaching elementary social studies and development of study skills needed by children.

**EDU 3120 – Materials and Methods of Teaching Language Arts** (4)
A course for improving the teaching of language skills in the elementary school.

**EDU 3130 – Materials and Methods of Teaching In Elementary Schools** (4)
The objectives and problems of teaching in elementary schools with emphasis on the unit method of teaching. Teaching styles associated with various subjects taught at the elementary level are investigated.

**EDU 3140 – Materials and Methods of the Teaching of Reading in the Elementary Schools** (4)
Stress is placed on the objectives, and problems, materials and techniques in the teaching of reading in the elementary school.

**EDU 3150 – Materials and Methods in Secondary Education** (3)
Includes study of appropriate materials and methods of instruction for teaching in secondary schools. The building of teaching units is stressed.

**EDU 3160 – Children's Literature for Early Grades** (4)
A survey of children's literature in preparation for primary grade-school teaching and children's librarianship.

**EDU 3190 – Materials and Methods of Educational Media** (3)
Skills and techniques involved in planning audiovisual materials in teaching. Types of audio-visual materials and associated teaching strategies, operation of audio-visual equipment. Alternate years.

**EDU 3240 – Reading Skills for Primary Grades** (4)
The study and application of basic reading skills appropriate to Kindergarten through grade 3.

**EDU 3250 – History and Philosophy of Education** (4)
History of educational institutions in America, ancient through present philosophies of education, discussion of current issues and trends in education.

**EDU 3260 – Children's Literature for Middle Grades** (4)
A survey of children's literature in preparation for middle-school teaching and children's librarianship.

**EDU 3340 – Reading Skills for Intermediate Grades** (4)
Stress is placed on methods of motivating children to read and the teaching of skills necessary for the child's success in study, reasoning, and vocabulary building.

**EDU 3390 – Early Childhood Education** (3)
Study of theories of education in pre-school settings. Curriculum development for optimum physical, social, emotional and mental growth. Designing the pre-school physical plant, selecting equipment.

**EDU 4050 – Materials and Methods of Kindergarten Education** (3)
Methods of instruction appropriate for Kindergarten through grade three.

**EDU 4140 – Diagnosis and Remediation of Reading Disability** (4)
The nature and causes of reading disability, ways of diagnosing reading disability and remedial treatment of reading disability. Laboratory experiences required. Prerequisites: Education 3240 and 3340.

**EDU 4160 – Student Teaching in Elementary School** (12)
Reqyired of all students who are planning to teach in public elementary schools. Consists of reading, observation, lesson planning and practice teaching. Seminars are required for purposes of discussion and guidance. Prerequisite: Admission to Student Teaching.

**EDU 416K – Student Teaching for Kindergarten** (6)
Required of all students who are planning to teach in public Kindergarten. Consists of discussions, reading, guidance, observation, lesson planning and practice teaching in an approved public school Kindergarten. Prerequisite: Education 4160.

**EDU 4170 – Student Teaching in Secondary Schools** (12)
Required of all students who are planning to teach in public secondary schools. Consists of discussions, reading, guidance, observation, lesson planning, and practice teaching. Seminars are required for purposes of discussion and guidance. Prerequisite: Admission to Student Teaching.

**EDU 4310 – Readings in Education** (1)
A study of outstanding writings in Education. Prerequisite: Permission of the instructor.

**EDU 4330 – Independent Study in Education** (1-4)
Consists of special projects and specialized research in Education. Prerequisite: Permission of the instructor.

## B. SPECIAL COURSES

**EDU 1000 – Developmental Reading** (2)
A course designed to increase the student's reading and study skills. Does not apply to Education major. Grade on a Pass-Fail basis.

**EDU 2440 – Rapid Reading** (3)
A reading skills course designed to increase reading speed and comprehension.

## C. PSYCHOLOGY

**PSY 2010 – General Psychology** (5)
Aims to acquaint the student with the psychological causes for his behavior. Prerequisite to all other courses in psychology.

**PSY 2020 – General Psychology** (4)
A continuation of Psychology 2010.

**PSY 2170 – Early Child Growth** (4)
Development of the child from birth through age 12, together with a consideration of the educational techniques for their guidance. Required of elementary education majors.

**PSY 2180 – Adolescent Growth and Development** (4)
Development of the adolescent, together with a consideration of the educational techniques for their guidance. Required of secondary education majors.

**PSY 3010 – Educational Psychology** (4)
The application of psychological principles to school work.

**PSY 3120 – Social Psychology** (4)
An examination of the psychological principles which function in the social behavior of the individual and the group. Prerequisite: Psychology 2020.

**PSY 3210 – Theories of Learning** (4)
Survey of research and experiments in animal and human learning and the major theories of learning. Prerequisite: Psychology 2020.

**PSY 3310 – Mental Hygiene** (4)
Study of certain types of mental illness with emphasis on the principles of preventive hygiene. Prerequisite: Psychology 2020.

**PSY 3411 – Introduction to the Exceptional Learner** (4)
An overview of the issues related to the education and psychology of the exceptional learner. Concepts of learning and classroom management in the public school will be considered.

**PSY 3510 – Experimental Psychology** (4)
A basic course in experimental design, methodology, and control used in an experimental approach to human behavior. Provides opportunity for individual and small group experimental investigations. Includes survey of selected content areas. Recommended Prerequisite INT 2060.

**PSY 4060 – Psychological Tests and Measurements** (4)
The principles of measurements; the use of tests for clinical purposes; the use of standardized objective tests in the solution of psychological problems. Prerequisite: Statistics (INT) 2060.

**PSY 4070 – Principles of Counseling** (4)
Theories and techniques of educational, vocational, and personal counseling. Prerequisite: Psychology 2020.

**PSY 4110 – Theories of Personality** (4)
The nature of personality and major theories of personality development with Christian emphasis in interpretation. Prerequisite: Psychology 2020.

**PSY 4150 – Abnormal Psychology** (4)
Survey of the causes, forms and methods of treating behavior abnormalities. Prerequisite: Psychology 2020
Alternate years.

**PSY 4310 – Readings in Psychology** (1)
An advanced course in the literature of psychology designed to meet the student's needs and interest.

**PSY 4320 – Physiological Psychology** (4)
This course acquaints students with the physiological structures and functions that are of interest to a behavioral science. Prerequisite 201.

**PSY 4330 – Special Problems in Psychology** (1-4)
For psychology majors or minors, intensive study in areas of

special interest. Prerequisite: Two upper division courses in psychology, and permission of the instructor.

**PSY 4350 – Seminar in Psychology** (3)
Readings, discussions, reports in interest areas; Group activities. Prerequisite: Psychology 2020 – Senior Classification.

**PSY 4410 – History and Systems of Psychology** (4)
A survey of the history development of modern psychology. Prerequisite: Psychology 2020.

**PSY 4610 – Psychology of Religion** (3)
Examination of various psychological phenomena relating to religious needs and those which pertain to the Christian religious experience. Alternate years.

## DEPARTMENT OF FINE ARTS

**Miss McClain (Chairperson), Mr. Mund, Mr. Jarrett, Mrs. Janaway, Mr. Garlett, Miss Chung, Miss Launius**

The Department of Fine Arts provides opportunity for all students to broaden their understanding of music and art as cultural pursuits embracing aesthetic qualities. Recitals and programs are scheduled regularly, designed for the enjoyment of the listener as well as the development of talents of the performers.

In addition, the department functions as a service area for the entire college community, providing music for many varied occasions – convocations, chapel, revivals, commencement, etc.

The department seeks to prepare musically educated individuals for various areas of performance, teaching, and church music, developing both skills and a philosophy relevant to these areas. The B.S. is offered in music, music education, and church music.

Students interested in a music major must make formal application to the Fine Arts Department. An important part of the application procedure is an audition in the student's major applied area. Applicants should be prepared to play representative works from their repertoire in the case of instrumentalists, or sing representative vocal selections demonstrating proper interpretation, good diction and acceptable intonation.

Another aspect of the application procedure is a proficiency examination in functional keyboard skills. Students who have deficiencies in this area should enroll in class piano until they can successfully pass the keyboard examination.

Students intending to pursue the Music Education degree must also make formal application to the Teacher Education Program. This is normally done while the student is enrolled in Education 2000, which is prerequisite to all other professional education courses.

Students who are not music majors may elect courses in music, perform in ensembles, or study applied music in order to broaden and enrich their appreciation of the fine arts. Also a *Music Minor* is offered which includes 12 hours of academic courses (Music 1010 is required), 6 hours in an applied area, and 6 hours of ensemble.

In addition to music, the Fine Arts Department offers a *Minor in Art* which includes 24 hours of approved art courses. In special cases, a major in Art may be arranged with the Dean of the College in cooperation with other local colleges.

## B.S. IN MUSIC

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: Music 1010-2030; 2500; 3010; 3100-3120; 4200, 20, or 40 | 39 hours |
| Applied Music minor: 12 hours principal applied (at least 6 or which must be UD); 11 hours ensemble; 3600; 4600 | 25 hours |
| Electives | 50 hours |
| Total | 192 hours |

## B.S. IN MUSIC EDUCATION

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: Music 1010-2030; 2300-2330; 2500; 3010; 3100-3120; 4400; 4410 | 46 hours |
| Applied Music minor: 12 hours principal applied (at least 6 of which must be UD); 11 hours ensemble; 3600; 4600 | 25 hours |
| Other Music Education requirements: Music 2300-2330; 4400 or 4410 | 7 hours |
| Professional Education (includes student teaching and extra Science and Health courses required for certification) | 43 hours |
| Total | 192 hours |

## B.S. IN CHURCH MUSIC

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: Music 1010-2030; 2500; 3010; 3100-3120; 3500; 4200, 20, or 40; 4500 | 46 hours |
| Applied Music minor: 12 hours principal applied (at least 6 of which must be UD); 11 hours ensemble; 3600; 4600. | 25 hours |
| Electives | 43 hours |
| Total | 192 hours |

## A. THEORY, HISTORY, AND LITERATURE

**MUS 1000 – Music Fundamentals*** (3)
Basic knowledge of the staff, keyboard, scales, intervals and chords. Emphasis upon development of a basic musical vocabulary. Open to all students except music majors and minors

**MUS 1010 – Theory and History of Music I** (4)
An introduction to the basic theoretical materials of music and the music literature of the Western World. Includes the development of basic skills in sight singing and dictation. Required of all music majors and minors.

**MUS 1020 – Theory and History of Music II** (4)
The history, analysis, composition and performance of music from the Medieval and Renaissance eras. Included will be work in melodic dictation.

**MUS 1030 – Theory and History of Music III** (4)
Continuation of Music 1020 with emphasis on the Baroque period. Prerequisite: 1010-20.

**MUS 2010 – Theory and History of Music IV** (4)
Continuation of Music 1030 with emphasis on the Classical period. Prerequisite: 1010-30.

**MUS 2020 – Theory and History of Music V** (4)
Continuation of Music 2010 with emphasis on the Romantic period. Prerequisite: 1010-2010.

**MUS 2030 – Theory and History of Music VI** (4)
Continuation of Music 2020 with emphasis on the 20th century. Prerequisite: 1010-2020.

**MUS 3010 – Choral and Instrumental Arranging** (3)
A practical study of the techniques of arranging for various types of choral and instrumental groups. Prerequisite: 2030.

**MUS 3100 – ELementary Conducting** (2)
A study of the fundamentals of conducting. Emphasis on beat patterns and methods of indicating meter, tempo, volume, and style. Material drawn from sacred and secular choral music. Open to all students.

**MUS 3110 – Advanced Conducting – Choral** (2)
Emphasis upon choral conducting skills and appropriate literature. Prerequisite: 3100.

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*This course, together with Music 3400, will satisfy teacher certification music requirements for elementary education majors.

**MUS 3120 – Advanced Conducting – Instrumental** (2)
Emphasis upon instrumental conducting skills and appropriate literature. Prerequisite: 3100.

**MUS 4200 – Piano Literature and Pedagogy** (3)
A course involving the theory and practice of teaching applied keyboard and instruments. Included are discussion and study of materials and methods with practical experience of teaching in a lab situation.

**MUS 4220 – Vocal Literature and Pedagogy** (3)
A course involving the theory and practice of teaching applied voice. The course includes discussion and study of materials and methods with practical experience of teaching in a lab situation.

**MUS 4240 – Instrumental Literature and Pedagogy** (3)
A course involving the theory and practice of teaching applied instruments. The course includes discussion and study of materials and methods with practical experience of teaching in a lab situation.

**MUS 4330 – Independent Study in Music** (1-4)
Consists of special projects or specialized research in music.

## B. MUSIC EDUCATION

**MUS 2300 – Brass Methods** (1)
A study of teaching problems through the practical experience of learning to play Brass under supervision. Development of fundamental techniques and acquaintance with literature for the beginning student.

**MUS 2310 – Woodwind Methods** (1)
A study of teaching problems through the practical experience of learning to play Woodwinds under supervision. Development of fundamental techniques and acquaintance with literature for the beginning student.

**MUS 2320 – String Methods** (1)
A study of teaching problems through the practical experience of learning to play Strings under supervision. Development of fundamental techniques and acquaintance with literature for the beginning student.

**MUS 2330 – Percussion Methods** (1)
A study of teaching problems through the practical experience of learning to play Percussion under supervision. Development of fundamental techniques and acquaintance with literature for the beginning student.

**MUS 3400 – Music for Elementary Classroom Teachers** (3)
For Elementary Education majors only. Philosophy, method and materials for teaching music. Prerequisite: 1000 or equivalent.

**MUS 4400 – Materials and Methods for Elementary School Music** (3)
This course investigates philosophical and psychological foundations of Music Education as well as special methods for the Elementary Music specialist. For Music majors and minors only.

**MUS 4410 – Materials and Methods for Secondary School Music** (3)
Materials and procedures for teaching vocal music in grades seven through twelve and instrumental music in grades four through twelve. Emphasis is placed on choral ensembles, literature, choral administration, beginning instrumental ensembles and lesson procedures, advanced band-orchestra techniques, related materials, and instrumental administration. For music majors only.

## C. CHURCH MUSIC

**MUS 2500 – Introduction to Church Music** (3)
The history, philosophy, and practice of church music. Open to all students.

**MUS 3500 – Hymnology** (3)
History and classification of hymns. Types are related to forms of worship services and music eras. Open to all students.

**MUS 4510 – Practics in Church Music Methods** (4)
This course explores the various needs of the church music program. Emphasis is placed on methods and materials available for implementation. Opportunity will be given the student to gain practical experience in an approved church situation.

## D. PERFORMANCE

All students desiring to study an applied area must have the approval of the Department of Fine Arts before they register. Majors are required to study their principal applied area each quarter they are enrolled.

### Class Instruction

Class instruction in voice, piano, and guitar provides small group instruction for those with little or no previous study. Music majors may not count class instruction in their principal applied area toward graduation requirements.

MUS 1600 – Beginning Class Piano (1)
may be repeated

MUS 1610 – Intermediate Class Piano (1)
may be repeated twice
MUS 2600 – Advanced Class Piano (1)
may be repeated twice
MUS 1620 – Beginning Class Voice (1)
may be repeated twice
MUS 1630 – Intermediate Class Voice (1)
may be repeated twice
MUS 1650 – Class Guitar (1)
may be repeated twice

**Voice Diction***

Fundamental elements of foreign language designed to assist voice students in their study of German and Italian repertoire.
MUS 2680 – Vocal Diction – Italian (alternate years) (2)
MUS 2690 – Vocal Diction – German (alternate years) (3)

**Studio Instruction**

Private instruction is available for the applied areas listed below. Students other than music majors and minors with sufficient background and interest are encouraged to elect studio instruction whenever teaching time is available. 2000 number courses in applied music are for non-music majors and music majors in their first two years of study. Music majors must pass a jury at the end of their 3rd quarter of study. They must pass an applied examination by the end of their 6th quarter of study before they will be permitted to register for 4000 level (Upper Division) applied study. Music majors must register for 6 consecutive quarters of 4000 level study in order to meet graduation requirements. All applied instruction requires a minimum of 6 hours outside practice per week for each hour of credit.

MUS 2700, 4700 Piano (1-2)
MUS 2710, 4710 Organ (1-2)
MUS 2720, 4720 Voice (1-2)
MUS 2730, 4730 Brass (1-2)
MUS 2740, 4740 Woodwinds (1-2)
MUS 2750, 4750 Strings (1-2)
MUS 2760, 4760 Percussion (1-2)

**MUS 3600 – Keyboard Proficiency** (1)
Required of all music majors. Student will register for the course and receive credit after passing the proficiency evaluation.

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*Voice majors working on a B.S. in Music Education may substitute German and Italian diction courses (5 hours) for Intermediate Language 202.

**MUS 4600 – Senior Recital** (1)

All music majors are required to present a senior recital composed of works from various style periods. The candidate must play a representative portion of his recital before the entire music faculty at least three weeks preceding the scheduled public performance.

## Ensembles

Any student may audition for membership in one or more of the departmental ensembles which provide opportunity for a variety of musical experiences through performances. Music majors and minors are required to participate in an appropriate departmental ensemble each quarter they are enrolled in applied study; i.e., voice and keyboard students enroll in a choral organization and instrumental students enroll in an instrumental organization. In addition, all music majors are expected to participate in Choral Society when it is offered. Non-music majors may count up to nine hours of ensemble toward graduation requirements.

**MUS 1800 – Concert Choir** (1)

A 40-50 voice organization open to all students. Membership by audition only. This is the official touring choir of the college. A balanced repertoire from both sacred and secular literature is performed in concerts given throughout the year.

**MUS 1810 – Chapel Choir** (1)

A 50-60 voice organization open to all students. Membership by audition only. The choir sings regularly for the college worship chapels.

**MUS 1820 – Choral Society** (1)

This is a large organization with membership open to the entire college community without audition, but with the consent of the director.

**MUS 1830 – Concert Band** (1)

Open to all students. It provides opportunity for continued development of instrumental performance ability. A balanced repertoire from both sacred and secular literature is performed in concerts given throughout the year. All who wish to participate must be approved by the director.

**MUS 1840 – Chamber Music Ensemble** (1)

Provides opportunity for participation in various types of small vocal or instrumental ensembles such as brass quintet, woodwind quintet, madrigal singers, etc. Prerequisite: Approval of director.

**MUS 1850 – Handbell Choir** (1)
A new ensemble open to all students, membership with permission of director.

Many extra-curricular ensembles, varied in size and instrumentation, provide the student with additional performing experiences and Christian witness.

## E. ART

**ART 2900 – Drawing and Design** (4)
2910 Techniques of drawing and design with various media are developed in a problem solving approach. Individual iniative and creativity are encouraged in these solutions. Activities such as calligraphy, and illumination are samples of media introduced to the student. Required of all art minors.

**ART 2920 – Crafts** (4)
2930 An introduction with the processes and materials of the crafts involving primarily macrame, stitchery, batik, rug making and weaving.

**ART 2940 – Painting** (4)
2950 Experimental work stressing contemporary visual ideas and problems as they are related to painting today.

**ART 2960 – Introduction to Printmaking** (4)
Principles and processes involved in making collographs, woodcuts, and silk screen prints are introduced.

**ART 2970 – Ceramics** (4)
2980 Experiments in ceramic design with an emphasis on techniques of hand-forming methods, including the potter's wheel, decoration, and liln firing. (No commercial molds are used – strictly hand formed ideas.)

**ART 2990 – Photographic Art** (2)
An introduction to basic elements of photography as an Art form. Includes involvement with the material of the Arts as well as principles of composition.

**ART 3000 – Graphic Arts** (3)
Includes the history of graphic arts, duplicating process, layout and design, and visual aids.

**ART 3910 – Public School Art** (3)
Explorations of procedures and techniques in teaching art in public schools. Experiences with a wide variety of materials and processes in inquiry into child growth and development in art.

**ART 4330 — Independent Study in Art** (1-4)
Includes special projects or specialized research in art.

**Studio Art Instruction**

Private one-half hour studio lesson for 1 credit hour. The student is to spend a minimum of 6 hours per week in outside related preparation for each hour credit.

ART 2700, 4700 — Drawing (1)
ART 2710, 4710 — Painting (1)
ART 2720, 4720 — Crafts (1)
ART 2730, 4730 — Printmaking (1)
ART 2740, 4740 — Photography (1)

## DEPARTMENT OF PHYSICAL EDUCATION, HEALTH AND RECREATION

**Mr. Green (Chairman), Miss Lore, Dr. Slonecker, Mr. Smith, Mrs. Smith, Mr. Vail**

The department of Physical Education, Health and Recreation has as its objective meeting the physical and social needs of its students through a program which includes intramural sports, activity courses, professional health and physical education courses. In addition to the service activity courses required of all students, a variety of professional education courses is provided which meets certification requirements for a teaching major and minor. It is considered advisable for students to select some teaching major or minor (this may be elementary education) to back up the work in physical education. These courses also prepare students for work in community, camp, and church recreational programs. It is the desire of the department to provide a program that will promote physical fitness and a desirable attitude toward health and wholesome recreation under professional leadership. The successful completion of Physical Education 2000 is a prerequisite to all upper division physical education courses.

### B.S. IN HEALTH AND PHYSICAL EDUCATION (Grades 1-12)

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major . . . . . 45 hours

The following courses must be included: PED 2000, 2040, 2050, 2400, 2500, 2850, 3020, 3040, 3230, 3300, 4100.

Choice of one of the following:
PED 2100, 2230, 3310, 3500.

Choice of one of the following:
PED 2250 or 3900.

Choice of two of the following for male majors:
PED 300A, 300B, 300C, 300D.

Choice of two of the following for female majors:
PED 300D, 301A, 301B.
Activity Classes
PED 1000 (for men)
PED 1010 (for women)
One swimming class
One elective

Professional Education: Courses required of all P.E. majors planning to teach grades 1-12: Education 2000, 3250, 4160; Psychology 2010, 2180, 3010, 3411; Physical Education 3320 . 40 hours

Minor: Any field . . . . . 24 hours

Electives . . . . . 5 hours

Total . . . . . .192 hours

*Minor in Physical Education* . . . . . 26 hours

Includes PED 2000, 2250, 2500, 3230, 3300, 2850, 4100, one of 300A - B - C - D, and 2 hours of activity courses beyond general education requirement.

*Minor in Coaching* . . . . . 24 hours

Includes PED 300A - B - C - D, 3500, 3700, 3800, 2850 and 4100.

A. Activity Courses

**PED 1000 — Conditioning** (Men) (1)
How to exercise, develop and properly train the body for efficient daily physical exertion.

**PED 1010 — Slimnastics** (Women) (1)
How to exercise, develop and properly train the body for efficient daily physical exertion.

**PED 1020 — Raquetball** (1)
Instruction and participation involving the basic skills, strategy, and rules.

**PED 1040 — Beginning Golf** (1)
Basic skills of proper golf technique: grip, stance, swing, and the use of various clubs.

**PED 1050 — Archery** (1)
Fundamental skills of archery and the use and care of proper equipment.

**PED 1070 — Handball** (1)
Fundamentals of the skills, techniques, rules and history of handball.

**PED 1080 — Badminton** (1)
Basic strokes, rules and strategy of badminton as well as a brief history of the game.

**PED 1090 – Beginning Gymnastics** (1)
Fundamental skills on the parallel bars, trampoline and tumbling.

**PED 109C – Intermediate Gymnastics** (1)
Continuation of skills performed on the bars, balance beam, trampoline, horse, rope, rings, and tumbling adapted to each student's level.

**PED 1100 – Volleyball** (1)
The basic skills, rulles and history of volleyball.

**PED 1110 – Beginning Bowling** (1)
Fundamentals of the history, rules, and scoring of the game. Lab Fee required.

**PED 1120 – Basketball** (1)
Instruction in the fundamental skills and the history and rules of the game.

**PED 1150 – Adaptive Physical Education** (1)
The participation in an activity by a person with unusual physical conditions. Usually an activity is "adapted" so that such a person may participate. By arrangement only.

**PED 1160 – Soccer** (1)
Instruction in the fundamental skills and the history and rulles of the game.

**PED 1170 – Softball** (1)
The theory and practice of the basic offensive and defensive techniques of softball.

**PED 1200 – Beginning Swimming** (1)
Instruction in adjustment to water, buoyancy, balance, relaxation, propulsive movement and coordinated stroking. For non-swimmers only.

**PED 1210 – Advanced Beginning Swimming** (1)
Instruction in rhythmic breathing, elementary back stroke, American crawl, diving, underwater swimming, and elementary forms of rescue.

**PED 1220 – Intermediate Swimming** (1)
Instruction in four major strokes: side stroke, American Crawl, breat stroke, and elementary back stroke. Also, additional water skills.

**PED 1230 – Advanced Swimming** (1)
Perfection of strokes learned in the intermediate course plus instruction in back crawl, trudgen, trudgen crawl, overarm side stroke, and inverted breast stroke.

**PED 1240 – Senior Life Saving** (1)
A course designed for the competent swimmer to learn and develop

the techniques and methods necessary for the survival of a drowning individual. Upon successful completion of the course, and American Red Cross life saving certificate is awarded the students.

**PED 1250 – WSI** (2)
American Red Cross program of water safety instruction.

**PED 1270 – Scuba Diving** (2)
Utilizing the scuba diving equipment and proper techniques. Activity is conducted both in the pool and a local lake. Certification is received if completed satisfactorily.

**PED 1280 – Introductory Angling** (1)
Designed to enable the student to learn the various techniques necessary for successful fishing. Various outside resources are utilized in the class as well as field experience.

**PED 129A – Self Defense I** (1)
Designed to teach the basic self-defense procedures.

**PED 129B – Self Defense II** (1)
A continuation of the basic self-defense skills. Opportunities are afforded for "belt" promotions and competitions.

**PED 1300 – Beginning Tennis** (1)
The history, strategy and fundamental skills ot tennis.

**PED 1310 – Advanced Tennis** (1)
A more thorough study of the strategy of the game of tennis and doubles play. Prerequisite: Physical Education 1300 or approval of instructor.

**B. Professional Courses**

**PED 2000 – Introducation to Health and Physical Education** (4)
An introduction to the historical, philosophical, physiological, and sociological areas of physical education. Emphasis is placed upon qualifications and opportunities in the area of physical education. The successful completion of Physical Education 2000 is a prerequisite to all upper division physical education courses.

**PED 2040 – Personal Health and Nutrition** (3)
A practical study of personal health, foods and nutrition together with sufficient study in anatomy and physiology to support the teaching of health.

**PED 2050 – Community Health** (3)
The measures contributing to community health: disease prevention and control, safe water supplies, and waste disposal.

**PED 2250 – Methods of Officiating Sports and Promoting Intramurals** (3)
The methods of organizing, officiating, and creating interest in intramural sports, with particular emphasis upon student participation in conducting and officiating such activities.

**PED 2400 – Teaching Restrictive and Corrective Physical Education** (3)
Course is designed for physical education teachers. Includes instruction in special activities for students who cannot take regular physical education activities.

**PED 2500 – Safety Education and First Aid** (3)
Methods and techniques of first aid and accident prevention to include outdoor and aquatic activities. Includes the theory and practice of the American Red Cross.

**PED 2850 – Anatomy and Physiology** (3)
A study of the systemic make-up of man and the processes, activities, and characteristics of each system as applied to physical education.

**PED 2940 – Varsity Volleyball** (1)

**PED 2950 – Varsity Cross Country** (1)

**PED 2960 – Varsity Tennis** (1)

**PED 2970 – Varsity Golf** (1)

**PED 2980 – Varsity Basketball** (1)

**PED 2990 – Varsity Baseball** (1)

**PED 300A – Coaching Athletics** (2)
**300B** A – Football, B – Baseball, C – Basketball, D – Track and Field.
**300C** Instruction in team organization, team offense and defense
**300D** development, and the teaching of basic skills. The duties, and philosophy of coaching are emphasized.

**PED 301A – Coaching Volleyball for Women** (2)
To assist the teacher and the coach in gaining insights into procedures for practice sessions, selection of offense and defense, and scouting and game plans which will effectively assist girls and women to learn and enjoy volleyball at all levels of skill.

**PED 301B – Coaching Basketball for Women** (2)
To assist the teacher and the coach in gaining insights into procedures for practice sessions, selection of offense and defense, and scouting and game plans which will effectively assist girls and women to learn and enjoy basketball at all levels of skill.

**PED 3020 – Gymnastics, Stunts, and Tumbling** (2)
Participation instruction in technique, and practice teaching in graded stunts, gymnastics, and tumbling activities. For P.E. Majors.

**PED 3040 – Teaching Individual and Dual Sports** (2)
This course provides opportunity for acquiring a knowledge of methods, organization and planning dual and individual activity for secondary schools and for developing sports skills. Alternate years.

**PED 3230 – Lead-up Games and Basic Skill Techniques in Physical Education for Elementary Schools** (3)
Development of safety skills, program planning, evaluation and teaching of various games and rhythmic activities at the elementary level. Emphasis is placed on fundamental skills associated with various age groups.

**PED 3300 – Tests and Measurements in Physical Education** (3)
The fundamental principles of evaluation in health and physical education including tests for classification, neuromuscular achievement, capacity and knowledge. A survey of available tests in physical education and their uses at various grade levels.

**PED 3500 – Care and Treatment of Athletic Injuries** (4)
A study of conditioning and the care and prevention of athletic injuries.

**PED 3700 – Principles of Coaching** (3)
Motivation and leadership roles in working with individual and group athletes.

**PED 3800 – Administration of an Athletic Program** (3)
Includes purchasing procedures, scheduling, public relations, award systems, relations with game officials, legal aspects of athletics, dealing with college recruiters, travel, etc.

**PED 3900 – Administration and Supervision of Physical Education** (4)
The study of the examination and grouping of pupils, provision and care of equipment, departmental organization, maintenance of facilities, and supervision of pupils, personnel and programs.

**PED 4090 – Physiology of Exercise** (3)
A scientific study of the effects of exercise on the body systems; Prerequisite: Vertebrate Zoology 1530.

**PED 4100 – Kinesiology** (3)
The mechanics of movement and balance of the human body as they are related to physical activities and skill performances. Instruction in anatomical analysis of body movement.

**C. Courses for Teacher Certification in Physical Education**

One of these courses is to be taken under Professional Education series.

**PED 3220 – Materials and Methods in Physical Education for Elementary Teachers** (3)
The needs and characteristics of children and the physical education

activities suitable for fulfilling these needs; program planning, class organization, and methods. Practical experience in teaching activities for elementary children.

**PED 3320 – Materials and Methods of Secondary School Physical Education** (3)
The needs and characteristics of students and the physical education activities suitable for fulfilling these needs; program planning, class scheduling, class organization, teaching methods, finance, and maintenance of physical education facilities and equipment are studied.

**D. Elective Courses**

**PED 2100 – Public School Health Problems** (3)
Various problems of safety and children's diseases and methods of dealing with them.

**PED 2230 – Health Observation of School Children** (3)
Common health problems of all children with emphasis on health problems peculiar to children in various areas of exceptionality. Consideration will be given to identification and referral.

**PED 3400 – Outdoor Education** (3)
Procedure essential to the conduct of summer camps. Emphasis is placed upon the camp counselor; the planning of programs, and demonstrations applicable to camp life.

**PED 3600 – Recreation Leadership** (3)
Materials and methods for recreational leadership in schools and communities.

**PED 431A – Readings in Physical Education** (1)
By arrangement only.

**PED 431B – Readings in Health** (1)
By arrangement only.

**PED 4330 – Independent Study in Physical Education** (1-4)
Includes special projects and specialized research in physical education.

**PED 4400 – Aquatic Activities** (3)
Diving, water drills, teaching techniques, and water safety for intermediate and advanced swimmers.

## DEPARTMENT OF HISTORY AND POLITICAL SCIENCE

**Dr. Chilton (Acting Chairman), Mr. LeJeune,**
**Dr. Williams, Mr. Phillips, Dr. Allen**

History has been one of the most important areas of study at Trevecca Nazarene College. Historians believe that the understanding of other

persons and life-expressions is built on our own experience and our understanding of it, and on the continuous interplay of experience and understanding. It is the desire of the History department to promote knowledge of the modern world through the historical method. Students desiring to enter teaching, government service, and law select history as a major field. In addition, minors in history may be selected to back up work in every area of study.

B.A. IN HISTORY

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: History 201-2-3; and electives from upper division courses in History and Political Science | 40 hours |
| Minor: Selected from any field | 24 hours |
| Electives | 50 hours |
| Total | 192 hours |
| *Minor in History* | 24 hours |

Includes courses in history numbering 2000 and above (6 hours may be from other social studies).

## A. HISTORY

**HIS 2010 – American History** (3)
**2020** Survey of colonial and United States history from the discovery
**2030** to the present time, treating political, social, cultural, and economic factors which have influenced the development of the Nation.

**HIS 3010 – History of England** (4)
**3020** The British Isles from their earliest history to the present time, emphasizing especially the growth of the British democracy and the development and expansion of the British Empire.

**HIS 3050 – Historiography** (4)
A course designed to acquaint undergraduates with the outstanding historians, major historical periods and writings, and the concepts of historical process.

**HIS 3080 – Ancient History** (4)
Social, economic, intellectual, and political developments in the Middle East and Europe up to the time of the collapse of the Western Roman Empire, Prerequisite: Basic and Modern Global History.

**HIS 3090 – Medieval History** (4)
A detailed investigation of social, economic, intellectual and political developments in Europe from the Fifth Century A.D. to the Reformation. Some attention also will be given to these developments with relation to the Far East and Near East. Prerequisite: Basic Global History.

**HIS 3100 — Renaissance and Reformation** (4)
Presents a basis for understanding movements and events in the later modern period. Prerequisite: Basic Global History.

**HIS 3240 — Modern Europe** (4)
17th and 18th century Europe. Beginning with the Stuart era and going through the French Revolution. Prerequisite: Modern Global History.

**HIS 3250 — Modern Europe** (4)
A continuation of History 324 covering the Napoleonic era, the period of reform in Western Europe and extending to World War I. Prerequisite: Modern Global History.

**HIS 4010 — Economic History of the United States** (4)
The beginnings and the development of the economic institutions of the United States.

**HIS 4020 — The South in American History** (3)
Surveys the development of the southern section of the present United States since the time of settlement. Prerequisite: History 2010-20-30.

**HIS 4030 — Civil War and Reconstruction** (4)
A political, social and military history of the North and South from 1850 to 1877. Prerequisite: History 2010-20-30.

**HIS 4050 — The United States in the Twentieth Century** (3)
**4060** A study of modern America, including nineteenth century backgrounds, reform movements, the Great Depression, politics since 1945, East-West conflict, and contemporary problems. Prerequisite: History 2010-20-30.

**HIS 4090 — The American Colonies** (4)
A study of the establishment of the English colonies in the New World, and their separation from the mother country. Prerequisite: 2010-20-30.

**HIS 4100 — Jeffersonian Democracy** (4)
The new nation from the American Revolution through the War of 1812; the influence of Jefferson as Secretary of State, party leader, President, and statesman.

**HIS 4110 — Jacksonian Democracy** (4)
This is a study of the young nation from the Era of Good Feelings through the election of 1840 and the end of the Jacksonian period.

**HIS 4210 — Introduction to Russian History and Culture** (4)
Examines the Russian and Soviet backgrounds of present day life and relations to the U.S.S.R.

**HIS 4240 – Seminar in Historical Research** (4)
A writing seminar dealing with historical bibliography, use of libraries and archives, investigation, criticism, and interpretation.

**HIS 4250 – Seminar in American History** (4)
A seminar for advanced students. Research and writing in a selected area of American history. Emphasis on use of library and bibliography; methods of investigation and criticism; problems of interpretation. Prerequisite: History 2010-20-30.

**HIS 4310 – Readings in History** (1)
Great historical writings, adapted to the students' needs and interests. Limited to advanced students approved by the instructor.

**HIS 4330 – Independent Study in History** (1-4)
Self study under faculty direction in areas of special interest to students. Must be approved by instructor.

**HIS 435A – Tennessee History** (3)
An in depth Travel Seminar involving a study of selected areas of Tennessee History.

**HIS 435B – Tennessee History** (3)
Continuation of 435A.

**HIS 4560 – The Far East Since 1500** (4)
Emphasizes China and Japan; a survey of social, policital, and economic institutions.

## B. POLITICAL SCIENCE

**POL 2000 – Introduction to Political Science** (4)
The basic theory, vocabulary, and methods of analysis in the study of politics.

**POL 2020 – American Government** (4)
The origin and development of American governmental institutions.

**POL 2060 – International Relations** (4)
Examines the basic factors of contemporary world politics; the state system, ideologies, nationalism, imperialism, attempts to achieve world unity.

**POL 3150 – Contemporary Political Thought** (4)
Analyzes major theorists and schools of modern political thought including current ideologies. Alternate years.

## C. GEOGRAPHY

**GGY 2040 – Fundamentals of Physical Geography** (4)
An introductory study of the Earth in space and its surface phenomena and features.

**GGY 2070 – Cultural Geography** (4)
The distribution of cultural elements of the human habitat and the principal ways man makes use of the physical setting in which he lives.

**GGY 3110 – Geography of Foreign Lands** (4)
A regional study of the lands and peoples of selected world areas.

**GGY 3210 – Conservation of Natural Resources** (4)
A survey of the earth's natural resources, their interrelationships, and current problems in their conservation and use.

**GGY 3310 – Geography of North America** (4)
A survey of contemporary North America followed by the study of the human-use regions of the United States and Canada.

## DEPARTMENT OF ENGLISH AND MODERN LANGUAGES

**Dr. Childers (Chairman), Dr. Finger, Mrs. Phillips, Mrs. Flannery, Mrs. Thompson, Mrs. Felix**

The department of English and Modern Languages offers majors in English, English-Speech and Humanities. It also acts as a service department for the balance of the college in offering introductory courses to develop the student's competence in English, Literature, and Languages. English majors usually prepare for teaching positions in secondary schools or, with graduate work, in junior and senior colleges. All English courses are open to students majoring in other departments and an English minor is strongly urged for majors in Business or other professions where good written communication is essential.

### B.A. IN ENGLISH

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major: A minimum of 8 hours in English Literature (including 3610); a minimum of 8 hours in American Literature; English 2060 or 2750 . . . . . .40 hours
Minor: Selected from any field . . . . . .24 hours
Electives . . . . . 50 hours
(Includes professional certification requirements for teachers)
Total . . . . . .192 hours
*Minor in English* . . . . . 24 hours
Includes 24 hours in courses numbering 2000 and above, including at least 4 hours each in American Literature and English Literature, and 4 hours in the area of Advanced English Language or Composition (English 2060, 2740 or 4050).

## B.A. IN ENGLISH – SPEECH

| | |
|---|---|
| General Education | 63 hours |
| Language or Language options | 15 hours |
| Major: A minimum of 15 hours each in the areas of English and Speech | 40 hours |
| Minor: Selected from any field | 24 hours |
| Electives | 50 hours |
| Total | 192 hours |

### A. ENGLISH AND LITERATURE

**ENG 1010 – English Composition-Basic** (3)
A review of language fundamentals and an introduction to some of the basic problems in writing. Graded on a pass-fail basis.

**ENG 1020 – English Composition I** (3)
Instruction and experience in writing in expository forms used in college courses.

**ENG 1030 – English Composition II** (3)
A continuation of the 102 emphasis with the research paper as the major project.

**ENG 2060 – Advanced English Usage** (4)
The varieties of English usage, covering such terms as correctness and appropriateness. Designed for prospective teachers.

**ENG 2100 – Writing Laboratory** (3)
A course designed to give individual instruction and guidance to students who wish to improve their writing skills. Class meets 4 days a week for 3 hours credit.

**ENG 2150 – Writing for Mass Media (Journalism)** (4)
The principles and practice of writing for the major types of mass media with emphasis on the construction and function of newspapers, community publicity, and school publications.

**ENG 2210 – Creative Writing** (4)
To give training and experience, and to develop critical judgment in creative writing, especially poetry and short fiction.

**ENG 2300 – Interpretation of Literature** (4)
A critical study of the various literary forms, emphasizing structure, language, and content. Illustrative literary works are read.

**ENG 2410 – Basic Linguistics** (5)
An introduction to the basic concepts of the science of linguistics.

**ENG 2750 – The English Language Past and Present** (5)
A historical and critical study of our language noting its past development and its present state.

**ENG 3210 – English Literature to 1800** (4)
English literature from its beginnings to James Boswell.

**ENG 3211 – 19th Century English Literature** (4)
A study of the works of the major English writers of the 19th Century with special attention to the most significant Romantic and Victorian Writers.

**ENG 3240 – American Literature to 1900** (4)
A survey of the literature of the United States from the Colonial period to 1900.

**ENG 3250 – 20th Century American Literature** (4)
A survey of the most significant poetry, drama, and prose fiction written in the United States since the turn of the century.

**ENG 3300 – Afro-American Literature** (4)
The works of the more important black American poets, short story writers and novelists.

**ENG 3410 – Continental Literature** (4)
A survey of major European writers from the Renaissance to the present.

**ENG 3610 – Shakespeare** (4)
The principal Shakespearean plays with emphasis on the major tragedies and comedies.

**ENG 4060 – The American Novel** (4)
The American novel: its developments, structure, and types. Representative works by major novelists are read.

**ENG 4090 – The English Novel** (4)
The English novel: its development, structure, and types. Representative works by major novelists are read.

**ENG 4110 – Honors Course in Writing** (1)
For selected students with writing ability and also open to the editor of the Darda and of Trev-Echoes. (Maximum credit of 3 hours for editor of any one publication.)

**ENG 4140 – Readings in English Literature** (1)
Directed readings in works of English writers. Limited to students with a background in literature.

**ENG 4150 – Readings in American Literature** (1)
Directed readings in the works of American writers. Limited to students with a background in literature.

**ENG 4160 — Readings in Continental Literature** (1)
Directed readings in the works of Continental writers. Limited to students with a background in literature.

**ENG 4330 — Independent Study in English** (1-4)
Specialized research in the areas of the regular courses listed 2000 and above.

## B. FOREIGN LANGUAGES

A Foreign Language is strongly recommended for the B.A. and B.S. Degrees. It is necessary in some fields if the student anticipates graduate work. Service courses are available in French, Spanish, and Portuguese. Greek is also available in the Department of Religion.

**FRE 1010 — Beginning French** (5)
The rules of grammar, practice in pronunciation, and drill in speaking and writing French.

**FRE 2010 — Intermediate French** (5)
**2020** A continued study of the essentials of grammar with drill in vocabulary and conversation; translation from well-known French authors. Prerequisite: French 1010.

**SPA 1010 — Beginning Spanish** (5)
Grammar, reading, translation with emphasis on sentence structure, understanding spoken Spanish, and drills in reading and speaking the language.

**SPA 2010 — Intermediate Spanish** (5)
**2020** Prerequisite: Spanish 1010 or two years of high school Spanish. Review of the fundamentals of grammar, and work in vocabulary building. Readings from Spanish authors, more advanced practice in translation, composition, and the spoken language.

**SPA 2220 — Conversational Spanish** (3)
The practical use of the spoken language with emphasis on the needs of tourists, missionaries, businessmen and students in dealing with a different language and culture. Prerequisite: Spanish 2010 or consent of instructor.

**POR 1010 — Beginning Portuguese** (5)
Grammar, reading, translation with emphasis on sentence structure, understanding spoken Portuguese, and drills in reading and speaking the language.

**POR 2010 — Intermediate Portuguese** (5)
**2020** Prerequisite: Portuguese 1010. Review of the fundamentals of grammar, and work in vocabulary building. Readings from Portuguese authors, more advanced practice in translation, composition, and the spoken language.

**POR 2230 — Readings in Portuguese Literature** (3)
Prerequisite: Portuguese 2020 or consent of the instructor. Reading emphasis in Brazilian Literature.

## C. SPECIAL COURSE & MINOR PROGRAM

**ENG 1210 — Use of the Library** (2)
Instruction in locating materials by the use of the card catalog, Dewey Decimal System of Classification, and examination of the most frequently used reference books.

### LIBRARY SCIENCE MINOR

Courses to be taken at Trevecca (2-6 hours to be chosen from the following courses).

Edu 3160 Children's Literature (Early Grades) . . . . . .4 hours
Edu 3260 Children's Literature (Middle Grades) . . . . . .4 hours
English 1210 Use of the Library . . . . . .2 hours
Art 2990 Photographic Art . . . . . .2 hours
Edu 3190 Mat. and Meth. of Education Media . . . . . .3 hours

Courses to be taken at Peabody College — School of Library Science

L.S. 200 Foundations of Librarianship . . . . . (3) 4½ hours
L.S. 210 Introductory Cataloging and Classification . . . . . (3) 4½ hours
L.S. 220 Introduction to Bibliography . . . . . (3) 4½ hours
L.S. 221 Selection and Acquisition of Library Materials . . . . . (3) 4½ hours
L.S. 340 School Library Administration . . . . . (3) 4½ hours
Total . 24½ to 28½ hours

## DEPARTMENT OF MATHEMATICS

**Mr. Taylor (Chairman), Dr. Smith, Mrs. Fuqua**

The Department of Mathematics attempts to provide a good foundation in mathematic principles for use in many different fields of study. Students desiring to do graduate work in the sciences will find mathematics as essential part of their program. The degree in mathematics, with proper courses in education, will also make it possible for a graduate to teach mathematics in secondary schools. A minor in mathematics is recommended for those majoring in the sciences and in selected social sciences such as Business Administration and the Behavorial Sciences.

### B.S. IN MATHEMATICS

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major: Math. 2010-20-30-40-50, 4020 plus electives above 2000 . . 40 hours

Minor: Selected from any field . . . . . 24 hours
Electives . . . . . 50 hours
Total . . . . . .192 hours

*Minor in Math:* . . . . . 24 hours
Includes Math. 2010-20-30, plus electives from courses numbered 2000 and above.

## A.A. IN PRE-ENGINEERING

Select students with approval of the engineering co-ordinator and Dean of the College may enter the A.A. program in pre-engineering. If satisfactory grades are maintained, Georgia Tech will give special consideration for transfer. The student may elect to transfer to any 4 or 5 year engineering school or may use the A.A. as a terminal degree or first step to other Mathematics or Natural Science Programs.

**Area of Study**

English 1020, 1030 . . . . . 6 hours
Man's Literary Heritage and
Additional Lit. or Art . . . . . .12-15 hours
Religion 1010, 1020 . . . . . 8 hours
History 1800, 1810 . . . . . 8 hours
Economics 2000 . . . . . 4 hours
Sociology 2010 . . . . . 4 hours
Calculus & Diff. Equations . . . . . 25 hours
General Chemistry 1040, 1050, 1060 . . . . . 12 hours
Physics 2110, 2120, 2130
(Plus advanced courses) . . . . . 18 hours
Engineering Graphics . . . . . 6 hours
Data Processing . . . . . 5 hours
Total . . . . . .108 hours

**MAT 1010 – Basic Mathematics** (4)
For students with math deficiency as determined by ACT score. It includes fractions, decimals, and elementary operations in algebra. Graded on a pass-fail basis.

**MAT 1040 – Fundamental Concepts of Mathematics** (3)
Designed to meet the objectives of general education in this area, it is a study of the basic concepts of number, measurements, function, and proof.

**MAT 1050 – College Algebra** (4)
A rapid review of the fundamentals, followed by intensive work in determinants, binomial theorem, and theory of exponents.

**MAT 1060 – Trigonometry** (4)
Trigonometrical functions, formulas, and equations.

**MAT 1600 – Engineering Graphics I** (3)
construction of engineering drawings.

**MAT 1610 – Engineering Graphics II** (3)
Prerequisite: Engineering 1600. A continuation of Engineering 1600. Descriptive geometry is included in this course.

**MAT 2010 – Unified Calculus and Analytic Geometry** (4)
**2020** Cartesian Coordinates, equations of curves, conics, and polar
**2030** coordinates: differentiation of functions with algebraic, geometric, and mechanics applications, integration of functions, integration by changes of variable, and reduction formulas.

**MAT 2040 – Intermediate Calculus** (4)
**2050** Infinite series, expansion of functions, multiple integrals, and introduction to differential equations. Prerequisites: 2010-2030.

**MAT 2060 – Linear Algebra** (4)
Linear equations, vector operations, matrices determinants, and linear transformations. Prerequisites: College Algebra and Trigonometry and Calculus 2010 or equivalent training in high school.

**MAT 3010 – Mathematical Theory of Probability** (4)
Probability in finite sample spaces, random variables, probability distributions, binomial distributions. Prerequisite: Calculus 2030. Alternate years.

**MAT 3020 – Mathematical Theory of Statistics** (4)
Analysis of the basic principles of statistical methods from properties of distributions to sampling and statistical inference. Prerequisite: Calculus 2030.

**MAT 3030 – Modern Algebra** (4)
Sets, groups, rings, and fields. Logical rigorous proofs and analysis are emphasized.

**MAT 3040 – Mathematics for the Elementary School Teacher** (4)
Modern elementary mathematics for prospective teachers.

**MAT 4010 – Vector Analysis** (4)
The Algebra and the differential and integral calculus of vectors with applications to geometry and mechanics. Prerequisite: Calculus 2030.

**MAT 4020 – Differential Equations** (4)
Linear equations with constant coefficient and equations of the second order from geometrical and physical applications. Prerequisite: Calculus 2050.

**MAT 4330 – Independent Study in Math** (1-4)
For advanced students working on special projects supervised by the instructor.

## MISSIOLOGY AND HUMAN SERVICES

**Mr. Cook (Chairman), Mr. Hull, Mr. Jamison,**
**Dr. Cloyd, Dr. Spencer, Mr. Malloy, Mrs. Brown**

This course of study provides young people an opportunity for preparation for Christian service in all areas of contemporary life.

Emphasis will be given to very practical matters, from courses in the fields of Inner City problems and interracial relations, through the personal qualifications of the missioner himself, his maturation and emotional stability, to some kind of directed fieldwork at home or (when possible) in some mission area abroad. In addition, each year one furloughing missionary with proper personal and academic qualifications will be on campus to teach and counsel with those who desire the most up-to-date information, instruction, and concerns in the world missionary task.

A Missions major is not restricted to those with special calls but is open to anyone who wishes to make an effective contribution as a Christian to the religious and social needs of people.

In addition to the regular academic program, Student Mission Corps activities are sponsored both for summer service and career ministries.

### B.S. IN MISSIOLOGY AND HUMAN SERVICES

| | | |
|---|---|---|
| General Education | | 63 hours |
| Language or Language options | | 15 hours |
| Major Requirements: | | 45 hours |
| Religion: | | |
| Advanced Bible | 6 hours | |
| Theology | 9 hours | |
| Practics: REL 3100, CED 2010, or CED 3010 | 4 hours | |
| Missions: | | |
| MIS 2400, 2500, 3000, 3020, 4050 | 18 hours | |
| Cultural Linguistics (MIS 3420) | 4 hours | |
| Antropology 3010 | 4 hours | |
| Minor: Selected from any approved field | | 24 hours |
| Electives | | 45 hours |
| Total | | 192 hours |

*Minor in Missiology* . . . . . 24 hours
Includes MIS 2400, 2500, 3000, and 3020.

*Minor in Social Welfare* . . . . . 24 hours
Includes SOC 2250, 3200, 3250, 3350, and 4050.

*Minor in Sociology* . . . . . 24 hours
Includes SOC 2010, 3300, 3350. Up to 8 hours of Anthropology may be counted on a Sociology Minor.

### A.A. DEGREE
Community and Home Services

**Para professional degree** for following student interests:

Pre-professional Home Economics, designed to meet the needs of students who desire to obtain the knowledge and skills useful to the homemaker-

consumer. Students may also elect the A.A. degree in Community and Home Services while working toward a major in another discipline for the 4-year degree.

The A.A. degree also meets the needs for students interested in raising the level of human environment by preparing for the dual role of homemaker and career, or for community service and creative homemaking.

SPECIFIC REQUIREMENTS

| | |
|---|---|
| English 1020, 1030 | 6 hours |
| Home Economics 1020, 1030, 3030, 2000, 2010, ECO 2030 | 24 hours |
| Sociology 1900, 2010, 2250, 3250 | 16 hours |
| Psychology 2010, 2170 | 9 hours |
| Physical Education | 2 hours |
| Speech 1010 or 1020 | 3 hours |
| Religion 1010, 1020 | 8 hours |
| Business Education 1000 or 1100 | 3-4 hours |
| Man's Aesthetic Experiences | 5 hours |
| Man's Literary Heritage | 5 hours |
| Man's Natural Environment | 5 hours |
| Electives | 9-10 hours |
| Total | 96 hours |

## A. MISSIONS

### (1) Principles and History

**MIS 2150 — Amateur Radio Operations** (2)

Sending and receiving by short wave radio with courses designed to obtain operators license.

**MIS 2400 — Church on the Frontier** (3)

The missionary imperative from its rootage in the early Church to the rise of the modern missionary movement. The contemporary situation on the Christian frontiers will be reviewed.

**MIS 2500 — Introduction to the Theology of Missions** (3)

An attempt to formulate theological and Biblical bases for world-evangelization through an understanding of the nature and motivation of Christian Outreach, the relation of Christian and non-Christian faiths and the role of the Church in the 20th century.

**MIS 3000 — Crisis in Contemporary Missions** (4)

A thorough examination of the problems encountered in today's missionary outreach.

**MIS 3020 — Mission Strategy and Church Growth** (4)

The philosophy of Church Growth examined and evaluated. Evangelism, medical work, literature, and other communication media, general adaptation to the new conditions and relations of missionary to the nation.

**MIS 3050 — Church Structure and Social Environment** (3)
An examination into the real meaning of Indigenous as related to a national church: the dimensions of self-support, self-government and self-propogation on the part of the church; the status of the national church and relationship to the resident missionary.

**MIS 3100 — Social Responsibility of the Church** (3)
Practical instruction in social outreach and the contemporary problems which make the social situation so vital to the Christian.

**MIS 3120 — History of Nazarene Church Missions** (3)
A study of the missionary activities of the Church of the Nazarene from pre-union groups to the present with an evaluation of present and future problems and needs.

**MIS 3130 — Living World Religions** (3)
The origin, development, present status of the existing great non-Christian religions, together with a consideration of the economic, political, social, and religious problems with which the Christian missioner must deal in his missionary enterprise.

**MIS 3140 — The Church in the Inner City** (3)
A practical approach to the problem of adapting the interests and resources of the city church to the deteriorating conditions in the inner city.

**MIS 4510 — Field Experience in Missions** (4)
Credit can be given for on-site experiences in social work and in Missions. Credit can also be earned during the summer in Student Mission Corps work or other approved mission experience under conditions set up by the department head.

**MIS 3900 — Seminar in Missions** (3)
Seminars in selected areas of study in Missiology.

**MIS 4050 — Interpersonal Relationships on the Field** (4)
The purpose of the course is to develop a wholesome, intelligent, cooperative, creative approach to the peculiar problems on a mission field.

**(2) Interpretation**

**MIS 3420 — Cultural Linguistics** (4)
A study of the underlying structure of all languages, including the psychology of language essential to a study of any language. For any one who will be trying to communicate across cultural barriers.

**MIS 4070 — Introduction to Missionary Semantics** (3)
A study of the dynamics of language as communication, an examination of the "interface" between language idiosyncrasies and the person. How culture produces language differentials and how language reacts back on the people.

**MIS 4120 – Jesus' Teaching: Its Content and Impact** (3)
An in-depth study of Jesus' understanding of man and what he expect of man. The goal is to develop principles from this Biblical study which will aid all who seek to be effective in Christian witness and outreach. The Gospels will furnish the major resource for the course.

**MIS 4130 – Paul, Missioner and Church Building** (3)
Paul's work was almost wholly among people who were steeped in pagan culture. His method of building Christian churches which were truly indigenous is worthy of serious study. Acts and relevant material from the Pauline corpus is the major resource.

**MIS 4330 – Independent Study in Missions** (1-4)
Includes special projects on specialized research in missions.

**(3) Anthropology**

**ATH 3010 – Introduction to Anthropology** (4)
A study of the underlying structure of all languages, including the psychology of language essential to a study of any language. For any one who will be trying to communicate across cultural barriers. Alternate years.

**ATH 3020 – Cultural Anthropology** (4)
An examination of culture and the variety of ways in which human behavior has been institutionalized, emphasizing similarities among cultures.

**ATH 3230 – Modern Religious Cults** (3)
A study of the cults in the Western World, and of the "New Religions" in non-Western areas which are becoming serious barriers to the Christian message.

**ATH 3250 – History of Thinking of Selected Religious Groups in America** (3)
A sympathetic study of religions and social forces in American life. On demand, such groups as the Jewish, Amish, Mormons and others will be studied.

**ATH 3260 – Understanding the Non-Western Mind** (3)
A study of the philosophy, psychology and history/geogrpahy/climate background which produces the distinctive characteristics and points of view of the people of India, China, Korea, Japan, Tibet and other peoples selected as need arises.

**ATH 3300 – Missionary Anthropology** (4)
A study of cultural differences encountered by the missionary and how the principles of anthropology can help to relate to the people effectively.

**ATH 3330 – Applied Anthropology** (4)
Practical training in methods and techniques of anthropoligical survey and analysis.

## B. SOCIOLOGY

**SOC 2010 – General Sociology** (4)
The nature and functions of sociology, the development of social ideas and institutions and the processes of social interactions and social structure.

**SOC 2050 – Contemporary American Society** (4)
A sociological analysis of contemporary American culture, institutions, values, societal cohesion, disorganization and change. Special emphasis will be given to the assessment of current major social movements.

**SOC 3150 – Sociology of Religion** (4)
A sociological analysis of the origin, cultural context, and social functions of religion. Stress is placed on empirical studies of contemporary Christianity.

**SOC 3170 – Gerontology** (4)
The study (1) of aging, (2) the social problems of the aging person, (3) developing an outlet for the tremendous potential represented by the mentally alert (though possibly physically handicapped) persons among the retired, and (4) service to those who are lonely and spiritually depressed among the community in the Trevecca Towers.

**SOC 3200 – Social Problems** (4)
A sociological description and analysis of some of the contemporary social problems in American Society. 4 hours.
Prerequisite: Sociology 2010 or 2050 or 2250.

**SOC 3300 – Urban Sociology** (4)
Population changes, institutional changes and problems developing in our urban societies. Rural-urban migration problems are considered. Prerequisite. Sociology 2010 or 2050 or 2250.

**SOC 3350 – Minority Groups in American Society** (4)
An in-depth study of the situation among the people in American subculture, including the Blacks, the Mexicans, the Indians, the Asians and others and what the Church can do about them. Prerequisite: Sociology 2010 or 2050 or 2250.

**SOC 3500 – Sociological Theory and Research** (4)
A history of sociology as an academic discipline and a survey of outstanding contributions to its body of theory. Major methods, techniques, and instruments employed in social research are discussed. Prerequisite: 6 hours of Sociology or Instructor's permission.

**SOC 4330 – Independent Study in Sociology** (1-4)
Individual study which provides opportunity for majors and minors to pursue some areas of interest in depth which are not covered in regular course work.

## C. SOCIAL WELFARE

**SOC 2250 – Introduction to Social Welfare** (4)
The initial course of study in a social welfare sequence. The historical development of social welfare and the emergence of the social welfare perspective and philosophy.

**SOC 3250 – Community Social Welfare Resources** (4)
Analysis of the present state of the American Social Welfare System with special emphasis on the range and interplay of public and voluntary, local, state and federal efforts. Visits to a wide variety of public and voluntary agencies will be complemented by guest lectures given by individuals from various sectors of the Social Welfare profession. Prerequisite: Sociology 2250.

**SOC 4050 – Social Work Methods: Clinical and Strategy** (4)
A generic introduction to social welfare methods, a review of the methods of working with individuals and groups, and, a critique of the methods used in community organization and social welfare planning. Prerequisite: Sociology 2250.

**SOC 4510 – Social Welfare Field Experience** (4)
Supervised field work experience in a social agency. This will allow the student to deepen his understanding of the functions and mechanics of the agency's work. Prerequisite: Sociology 2250 and 3250.

## D. COMMUNITY AND HOME SERVICE (Home Economics)

**HEC 1020 – Selection and Preparation of Food** (4)
A study of meats, fruits, and vegetables in regards to their method of selection, cost, and preparation. 3 hours lecture and 2 hours laboratory.

**HEC 1030 – Meal Planning and Table Service** (4)
Preparation of complete meals with a study of all types of table service. Efficiency in buying and artistry in preparation and serving of foods are stressed. 3 hours lecture and 2 hours laboratory weekly. Prerequisite 1020.

**HEC 3030 – Nutrition** (4)
A study of the nutritive value of food and the factors influencing the body's requirements.

HEC 1900 – Marriage and Family (4)

A general education course emphasizing the problems and challenge of the home as a social, economic, and religious instituituion.

Other courses in Home Economics are available at local colleges.

## RELIGION, PHILOSOPHY, AND MULTIPLE CHURCH MINISTRIES

**Dr. Wiseman (Chairman), Dr. Dunning, Dr. Strickland, Mr. Lewis, Mr. Cauthron, Dr. Blaney, Dr. Childers**

The B.A. in Religion has three majors. The Pastoral Ministry Major provides preparation for the minister who plans to go directly into the pastorate and does not plan to do graduate work at the Seminary. All academic requirements for ordination are incorporated in this program. The Pre-Seminary Major is designed to meet the requirements for admission to the Seminary. The Religions Studies Major provides preparation for M.A. or Ph.D. study in religion for the student who has no professional ministerial concern.

The B.S. in Multiple Church Ministries is an interdepartmental program designed to prepare church leaders for youth ministry, Christian education, and other types of associate-staff ministries in the local church.

### B.A. IN RELIGION

### PASTORAL MINISTRY MAJOR

General Education . . . . . 63 hours
Language (N.T. Greek recommended) . . . . . 15 hours
Major . . . . . 48 hours

- Upper Division Bible . . . . . 12 hrs.
- History of Philosophy . . . . . 8 hrs.
- Church History (inc. Hist. & Pol. of Ch. of Naz.) . . . . . 12 hrs.
- Theology (inc. Theol. of Holiness) . . . . . 16 hrs.

Professional Education . . . . . 30 hours

- Required Core of 18 hrs.:
  - Intro. to Ministry . . . . . 2 hrs.
  - Pastoral Ministry . . . . . 4 hrs.
  - Preaching . . . . . 4 hrs.
  - Survey of Chr. Educ. . . . . 4 hrs.
  - Senior Ministerial Seminar . . . . . 2 hrs.
  - Field Education . . . . . 2 hrs.
- Electives Totaling 12 hrs. from these courses:
  - Pastoral Counseling (REL 4190) . . . . . 4 hrs.
  - Evangelism (REL 3110) . . . . . 4 hrs.
  - Worship (CED 3050) . . . . . 4 hrs.

Multiple Staff Ministry (CED 3020) . . . . . 4 hrs.
Leadership and Administration
(CED 3030) . . . . . 4 hrs.
Ministry to Adults (CED 2040) . . . . . 4 hrs.
Ministry to Youth (CED 3010) . . . . . 4 hrs.
Ministry to Children (CED 2030) . . . . . 4 hrs.
Advanced Preaching (REL 424A) . . . . . 3 hrs.

Minor . . . . . 24 hours
(May not be in Multiple Church Ministries)

Electives . . . . . 12 hours

Total . . . . . 192 hours

## PRE-SEMINARY MAJOR

General Education . . . . . 63 hours
Language (N.T. Greek required) . . . . . 15 hours
Major . . . . . 48 hours

Upper Division Bible . . . . . 12 hrs.
History of Philosophy . . . . . 8 hrs.
Church History (incl. Hist. & Pol.
of Ch. of Naz.) . . . . . 12 hrs.
Theology (incl. Theol. of Holiness) . . . . . 16 hrs.

Professional Education . . . . . 14 hours

Required Courses:
Intro. to Ministry . . . . . 2 hrs.
Pastoral Ministry . . . . . 4 hrs.
Preaching . . . . . 4 hrs.
Survey of Chr. Educ. . . . . 4 hrs.

Minor . . . . . 24 hours
(May not be in Multiple Church Ministries)

Electives . . . . . 28 hours

Total . . . . . 192 hours

## RELIGIOUS STUDIES MAJOR

General Education . . . . . 63 hours
Language (N.T. Greek required) . . . . . 15 hours
Major . . . . . 46-48 hours

Upper Division Bible . . . . . 12 hrs.
Church History . . . . . 12 hrs.
Theology (incl. Theol. of Holiness) . . . . . 16 hrs.
History of Philosophy . . . . . 8 hrs.
OR
World Religions & Modern
Religious Cults . . . . . 6 hrs.

Minor . . . . . 24 hours
(May not be in Multiple Church Ministries

Electives . . . . . .42-44 hours
Total . . . . . .192 hours

## MINORS IN RELIGION

Biblical Studies . . . . . 24 hours
A total of 24 hours in Bible Courses numbered above 2000 in catalog.

Religious Studies . . . . . 24 hours
A total of 24 hours in courses numbered above 2000 in catalog in careful consultation with the department chairman.

Lay Ministry . . . . . 24 hours
15 hours from general core in Multiple church ministries and 9 hours from Christian Education or Youth Ministry (or a combination of both.)

## MANUAL REQUIREMENTS FOR ORDINATION

Minimum credit in the following subject areas are required for ordination in the Church of the Nazarene:

Biblical Literature . . . . . 18 hours
Theology (including one quarter of Doctrine of Holiness) . . . . . 18 hours
Homiletics, Practics, and Religious Education . . . . . 18 hours
(including some credit in each of these fields)
Church History (including History and Polity of the Church of the Nazarene) . . . . . 12 hours
English and Speech . . . . . .22½ hours
Philosophy and Psychology . . . . . .13½ hours
History and Social Science . . . . . .13½ hours
Science . . . . . .4½-7½ hours

## B.S. IN MULTIPLE CHURCH MINISTRIES

General Education . . . . . 63 hours
Language or Language options . . . . . 15 hours
Major: . . . . . 45 hours

General core requirements include 33 hours from:
REL 2010, 3060, 3110, 4090
CED 2010, 3020, 3030, 3040, 3050
6 hours advanced Bible

Concentration in Christian Education – 12 hours from:
PSY 2170, 2010, 3010, EDU 3190
CED 2030, 2040, 3060, 3070, 3080, 4510

Concentration in Youth Ministry – 12 hours from:
CED 3010, 2040, 4510, 3060, 3070, 3080,
MUS 1000, 3100, SOC 2500, 3200, 3350
PED 2000, 3400, 3600, PSY 2180
MIS 3100, 3140

Student may also choose 12 hours from a combination of the two concentrations.

Minor . . . . . 24 hours
Electives . . . . . 45 hours
Total . . . . . 192 hours

## A. RELIGION

### (1) Biblical Literature

**REL 1010 – Introduction to Biblical Literature** (4)
**1020** An introduction to Biblical faith and literature showing the unity of salvation history through historical events and interpretation by biblical writers. Must be taken in sequence.

**REL 2000 – Introduction to Christian Thought** (4)
An introduction to Christian theology through some of its biblical, historical, and contemporary aspects. Special attention is given to the Wesleyan doctrine of Christian perfection. Prerequisite: Biblical Literature 1010-1020.

**REL 2100 – Devotional Literature.** (4)
A survey of Christian devotional literature from the middle ages to modern times. The most influential works will be studied, and the devotional content will be emphasized. A definite attempt is made to relate the material of the course to the devotional lives of the students, making the course a religious as well as an educational experience.

**REL 3010 – Pentateuch** (3)
The historical background and contents of the five books of the law.

**REL 3020 – Eighth Century Prophets** (3)
A historical and exegetical analysis of the message and significance of Amos, Hosea, Isaiah, and Micah.

**REL 3030 – Exilic Prophets** (3)
Focuses on the prophets immediately preceding and following the Babylonian Captivity.

**REL 4010 – Synoptic Gospels** (3)
The life and teachings of Jesus as found in the synoptic gospels. The religious and historical backgrounds, the synoptic problem, and a harmony of these gospels.

**REL 4020 – Pauline Epistles** (3)
The life and teachings of the Apostle Paul based on a careful analysis of the Pauline Epistles and Paul's travelogue in the Book of Acts.

**REL 4030 – Hebrews and General Epistles** (3)
An intensive study of the New Testament epistles from Hebrews through Jude.

**REL 4040 – Johannine Literature** (3)
An investigation of the characteristics, purposes, and central themes of the gospel and epistles of John.

**REL 4050 – Acts of the Apostles** (3)
A study of the early Christians as they met a pagan world and became a missionary Church under the anointing of the Holy Spirit.

(2) Theology

**REL 4070 – Introduction to Old Testament Theology** (4)
The major teachings of the Old Testament as seen in their development within the Old Testament Canon and from the Christian perspective of God's final revelation in Christ.

**REL 4080 – Introduction to New Testament Theology** (4)
The major teachings of the New Testament with particular attention to both their Old Testament background and their formulation by the several authors of the New Testament.

**REL 4090 – The Theology of Holiness** (4)
The Biblical bases of the doctrine of holiness with special attention given to the Wesleyan understanding of Christian perfection.

**REL 4110 – Theology of the Early Church Fathers** (4)
The theology of one or more of the leading Christian thinkers in the early centuries through Augustine.

**REL 4120 – Reformation Theology** (4)
The theology of one or more of the major Protestant Reformers of the sixteenth century.

**REL 4130 – Contemporary Theology** (4)
The leading theological figures, trends, and movements of the twentieth century.

**REL 4140 – Christian Theology** (4)
4150 A systematic study of the Christian faith as expressed in the
4160 leading theological doctrines, including an attempt to show their cultural and social relevance.

**REL 4170 – Biblical Doctrine of Church** (4)
A fresh examination of the Biblical meaning and function of the Church consistent with a total Christian Theology. The idea of Church includes the doctrine of mission, evangelism, church membership, lay and ministerial responsibility and other pertinent aspects of the problem.

(3) Church History

**REL 3040 – History of the Acient and Medieval Church** (4)
A survey of the major developments of the church from the ancient period to the Reformation. Missions, doctrine, polity, life, and worship in each period will be discussed. Prerequisite: Basic and Modern Global History 1800-1810.

**REL 3050 – History of the Reformation and Modern Church** (4)
A survey of the major developments of the church from the Reformation to the present. Mission, doctrine, polity, life, and worship in each period will be discussed. Prerequisite: Basic and Modern Global History 1800-1810.

**REL 3060 – History and Polity of the Church of the Nazarene** (4)
The rise, organizations, mission, progress, and polity of the Church of the Nazarene and its relation to other holiness churches.

**REL 3070 – American Church History** (4)
A description and analysis of the leading movements of American Christianity are presented.

**REL 3080 – The Wesleyan Movement** (4)
A study of the Wesleyan revival in 18th century England with special reference to the development of Methodism in its varied aspects.

(4) Practical Theology

**REL 2010 – Introduction to the Ministry** (2)
An introductory course dealing with the call to preach, qualifications and opportunities for the ministry, and preparation necessary for constructive work in the Church.

**REL 3090 – Pastoral Ministry** (4)
Consideration of the major duties of the minister such as worship, special services, visitation, and ministerial ethics. Attention is also given to the general principles of organization and administrative functions within the local church.

**REL 3100 – Preaching** (4)
Sermonic structure: the treatment of the text, sermon divisions, use of illustrations, and source materials. Includes preparation of expository sermons and practice preaching.

**REL 3110 – Evangelism** (4)
Emphasis is given to both the theology and practice of evangelism in the local church.

**REL 4190 – Pastoral Counseling** (4)
Training in principles and techniques of counseling for the pastoral ministry.

**REL 4510 – Field Education in Religion** (2-4-6)
Pastoral practice open only to Religion majors. The student works

under the supervision of the department head and an approved pastor. Specific areas of observation and practical service are included.

(5) Special Courses in Religion

**REL 4240 – Seminar in Religion** (3)
For advanced students who desire to investigate in depth some aspect of religious thought.
424A – Advanced Preaching, 424B – Senior Ministerial Seminar (2 hrs), 424C – Biblical Interpretation, 424D – Eschatology, 424E – Neo-Pentecostalism, 424F – Science and Religion, 424G – Arminius-Wesley

**REL 4310 – Readings in Religion** (1)
An advanced course in religious literature designed to meet the student's needs and interest.

**REL 4330 – Independent Study in Religion** (1-4)
Special studies in selected areas of religion.

**REL 4300 – Minister's Summer Workshop** (1)
A special course for ministers.

## B. GREEK

**GRK 2010 – New Testament Greek** (5)
**2020** The basic elements of New Testament Greek with special emphasis
**2030** on pronunciation, forms, vocabulary, and syntax, accompanied by sight translation and selected readings in the Gospels and Epistles.

**GRK 4330 – Independent Study in Greek** (1-4)

## C. PHILOSOPHY

**Departmental Minor**
24 hours of courses in Philosophy beyond the requirement for general education.

**PHL 2010 – Introduction to Philosophy** (4)
A general introduction to the major problems of philosophical inquiry through the writings of representative philosophers.

**PHL 2020 – Logic** (5)
A study of thinking and thought, the principles of reasoning and their application in the analysis of argument and detection of fallacies. No prerequisite required. May be used to meet Language option for B.A. or B.S. Degrees.

**PHL 3010 – History of Philosophy** (4)
**3020** A survey of the historical development of philosophy from the fifth century B.C. to the modern period, giving particular attention to the relation of philosophy and theology. Prerequisite: Philosophy 2010 or permission of the instructor.

**PHL 4010 – Philosophy of Religion** (4)
The essential relation of philosophy and religion. Philosophical critiques of religion, and philosophical justification of religious belief.

**PHL 4020 – Christian Ethics** (4)
The study of the various theories of Christian ethics with the objective of deriving standards of Christian judgment relative to contemporary ethical problems. Includes a brief survey of the philosophical ethical traditions.

**PHL 4060 – Philosophy of History** (4)
An investigation of the various attempts to find a principle of integration for the process of history. An analysis of the problems of historical writing, explanation and study, with attention given to a Christian philosophy of history and its relation to theology.

**PHL 4080 – Seminar in Philosophy** (3)
A group-study project designed for advanced students which will focus on some selected problem in philosophy, or an influential philosopher, or a related group of philosophers.

**PHL 4330 – Independent Study in Philosophy** (1-4)
Individual study which provides opportunity for philosophy minors to pursue some areas of interest in depth which are not covered in regular course work. Includes directed study by and conferences with a professor in the department.

## D. CHRISTIAN EDUCATION AND YOUTH MINISTRY

**CED 2010 – Survey of Christian Education** (4)
The principles, objectives, agencies, history and philosophy of Christian education.

**CED 2030 – Ministry to Children** (4)
The development and learning processes of the child from birth through the age of twelve; needs and interests; organization, administration, methods and materials of the church; principles of learning and teaching the biblical message in the Church of the Nazarene.

**CED 2040 – Ministry to Adults** (4)
A survey of the characteristics, needs and problems at different levels of adulthood; learning experiences and objectives; enlisting and involving adults in the mission of the church. Emphasis is given to facilitating better biblical learning, a review of the various methods, materials, purposes of adult education in the Church of the Nazarene.

**CED 3010 – Ministry to Youth** (4)
The principles and practices of effective ministry to youth today.

**CED 3020 – Multiple Staff Ministry** (4)

The building and maintaining of the multiple church staff emphasizing the biblical bases and historical development of multiple staff ministry. Opportunity for interaction with multiple church staffs of the Nashville area will be given.

**CED 3030 – Leadership and Administration** (4)

A survey of the history, principles, functions of leadership and administration theory for Christian education as a basis for developing a personal philosophy and leading to creative planning and problem-solving.

**CED 3040 – History, Philosophy and Organization of Christian Education** (4)

A study of the historical development of educational thought; an analysis of the major philosophies of religious education with emphasis on enabling the student to formulate his own philosophy; a synthesis resulting in a rationale for the organization of the Christian Education program.

**CED 3050 – Worship** (4)

A study of the importance, meaning, and historical background of Christian worship; giving attention to principles, plans, methods and materials which will be helpful in worship leadership.

**CED 3060 – Principles and Methods of Teaching** (3)

A study of the teaching-learning process with an aim toward the quality of teaching in the Church. The bases of learning, the teacher, methodology and classroom procedure will be studied.

**CED 3070 – Agencies of Christian Education** (3)

A study of the various educational agencies of the church including athletics, vacation Bible schools, retreats, camps, day-care centers, Christian Service Training, Christian day schools, the Bible College movement and the Christian liberal arts college.

**CED 3080 – Church Growth and Christian Education** (3)

An in-depth study of the relationship of Church growth theory as it relates to the various Christian education ministries in the local church.

**CED 3140 – Seminar in Christian Education** (3)

An advanced course in Christian education designed to meet the student's needs and interests.

**CED 4010 – Field Work in Youth Ministry** (2-4-6)

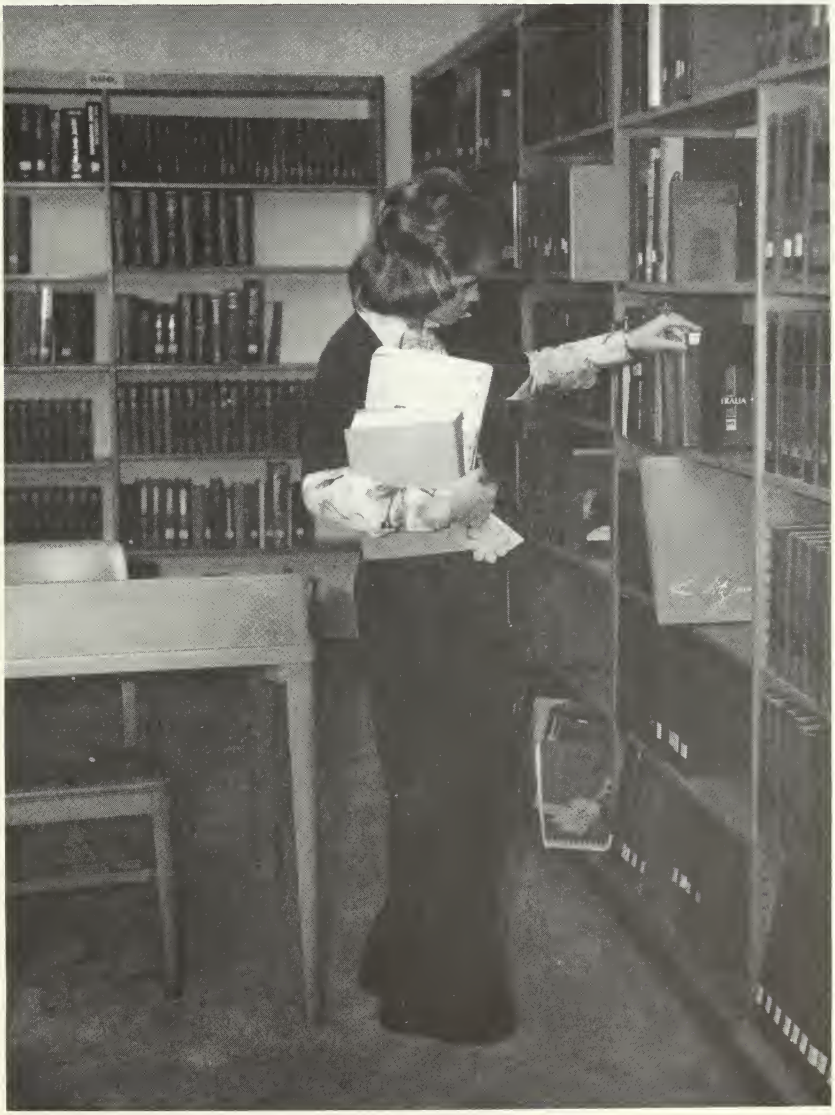
Assignment to a church for observation and practical service in the area of youth ministry.

**CED 4330 – Independent Study** (1-4)

Includes special projects or specialized research under the supervision of instructor.

**CED 4510 – Field Work in Christian Education** (2-4-6)

A practical course, open to those concentrating in Christian Education involving assignment to a church for observation and service.



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Mark R. Moore, A.B., Th.B., M.A., D.D., President

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J. O. McClurkan . . . . . 1901-1914
C. E. Hardy . . . . . 1915-1919, 1920-1925, 1928-1937
John T. Benson . . . . . 1925-1926
A. O. Hendricks . . . . . 1926-1928
C. E. Hardy . . . . . 1928-1937
A. B. Mackey . . . . . 1937-1963
W. M. Greathouse . . . . . 1963-1968

### REPORTING TO THE PRESIDENT

Harper L. Cole, A.B., M.A./Executive Vice-President
Richard Felix, A.B., M.S., Ph.D./Vice-President for Financial Development
William J. Strickland, A.B., M.Div., Ph.D./Dean of the College
Jerry D. Hull, A.B., B.D., M.A. /Dean of Student Services
Everett Holmes, B.S./ Administrator of Student Fiscal Services
R. Franklin Cook, A.B., M.Div./Director of Admissions and Public Relations
Neil B. Wiseman, Th.B., M.Div., D.Min./Chaplain

## REPORTING TO OTHER ADMINISTRATIVE OFFICERS

E. Drell Allen, Th.B., M. Div., D.Min./ Registrar
Phyllis Flannery, A.B., M.A./Assistant Dean of the College
G. Lewis Pennington, Th.B., A.B., M.A., Ed.D./ Director of Teacher Education and Workshops
Johnny Wheelbarger, A.B., M.Ed., Ed.D./ Director of Learning Resources
Harold Latham, A.B., M.A./ Director of Church Relations
Carl Eby, A.B./ Audiovisual Supervisor
Bob Brower, A.B., M.A./ Associate Director of Admissions and Public Relations
Mike Estep, A.B./ Director of Alumni Relations
Phil Storey, A.B./Associate Dean of Student Services
Elmore Vail, B.S., M.S./ Director of Athletics
Gary Coulter, A.B., M.A./ Director of Forensics

## FACULTY COUNCILS AND COMMITTEES

I. **Administrative Council**
Dr. Mark R. Moore, Chairman; Mr. Harper Cole, Dr. William Strickland, Mr. Jerry Hull, Mr. Everett Holmes, Mr. Franklin Cook, Dr. Richard Felix, Dr. Charles Childers, Dr. Ray Dunning, Mr. Gerald Skinner, Student Representative: Mr. Jeff Klepher

II. **Academic Council**
Dr. William Strickland, Chairman; Mrs. Phyllis Flannery, Secretary; Dr. Mark R. Moore, ex officio; Mr. Harper Cole, Dr. E. Drell Allen, Dr. James Caldwell, Dr. John Chilton, Mr. John Dix, Miss Barbara McClain, Dr. Johnny Wheelbarger, Dr. G. L. Pennington, Two Students.

III. **Student Life Council**
Mr. Jerry Hull, Chairman; Dr. Mark R. Moore, ex officio; Mr. Harper Cole, Mrs. Ann Fuqua, Mr. John Teter, Dr. Toby Williams, Three Students: Mr. Bruce Oldham.

IV. **Intercollegiate Athletic Board**
Mr. Harper Cole, Chairman; Dr. Mark R. Moore, ex officio; Mr. Jerry Hull, Dr. William Strickland, Mr. Elmore Vail, Mrs. Ray Thrasher, Mr. Gary Coulter, Mr. Richard Lewis, Three Students: Mr. Billy Strickland.

V. **Finance Committee**
Dr. Mark R. Moore, Chairman; Mr. Everett Holmes, Secretary; Mr. Harper Cole, Dr. William Strickland, Mr. Franklin Cook, Mr. Jerry Hull, Dr. Richard Felix.

VI. **The Planning Commission**

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Rev. D. Moody Gunter
Rev. Charles S. Patton
Mr. Walter L. Mingledorff
Mr. Wendell L. Poole
Students: Jeff Klepher
Mr. Everett Holmes
Mr. Jerry Hull
Dr. Larry Finger
Dr. Johnny Wheelbarger

**VII. Rank and Tenure Committee**
Dr. Mark R. Moore, Chairman; Dr. William Strickland, Secretary; Dr. Charles Childers, Dr. Ray Dunning, Mr. Clifton Taylor.

**VIII. Faculty Activities Committee**
Miss Barbara McClain, Chairman; Mrs. Ann Fuqua, Mrs. Mark R. Moore, Mr. Gary Coulter, Mrs. Donna Farris, Mrs. Pauletta Janaway, Mrs. Ray Thrasher, Dr. Toby Williams.

In addition to the above standing committees many special purpose faculty committees meet and report to the above councils periodically or at the request of the council chairmen.

## FACULTY OF INSTRUCTION

James W. Ackerson, Assistant Professor of Business, 1976–
B.S., Florida State University, 1965; M.S., Virginia Commonwealth University, 1969.

E. Drell Allen, Registrar, Associate Professor, 1963–
Th.B. Olivet Nazarene College, 1944; M.Div., Nazarene Theological Seminary, 1949; D.Min., Vanderbilt University, 1976.

Robert Brower, Associate Director of Admissions and Public Relations, Assistant Professor of Communications, 1974 –
A.B., Trevecca Nazarene College, 1972; M.A., University of Cincinnati, 1973.

James R. Caldwell, Professor of Psychology, 1974 –
A.B., Eastern Nazarene College, 1951; M.A., Boston University, 1954; Ph.D., University of Southern California, 1969.

Charles L. Childers, Professor of English, 1954 –
A.B., Howard Payne College, 1944; B.D., Asbury Theological Seminary, 1946; M.A., University of Louisville, 1954; Ph.D., Vanderbilt University, 1959.

John F. Chilton, Associate Professor of History, 1975 –
B.B.A., Emory University, 1954; A.B., Trevecca Nazarene College, 1964; M.A. George Peabody College for Teachers, 1967; Ed.S., 1969; Ph.D., George Peabody College for Teachers, 1975.

Ruth Chung, Associate Professor of Music, 1975 –
B.M., Cincinnati Conservatory of Music, 1955; M.M., Florida State University, 1957; Ph.D. Candidate, U.C.L.A.

Paul Cleckner, Professor of Communications, 1969 –
A.B., Trevecca Nazarene College, 1961; B.D., Nazarene Theological Seminary, 1964; M.A., University of Kansas, 1966; Ph.D., 1969.

Harper Cole, Executive Vice-President, Associate Professor of Business, 1974 –
A.B., Bethany Nazarene College, 1965; M.A., University of Oklahoma, 1970; Ed.D. Candidate, Oklahoma State University.

R. Franklin Cook, Director of Admissions and Public Relations, Associate Professor of Missions, 1973 –
A.B., Northwest Nazarene College, 1955; M.Div., Nazarene Theological Seminary, 1960; Additional graduate work, University of Missouri at Kansas City; Vanderbilt University; Wheaton Graduate School.

Carole Costa, Assistant Professor of Education, 1973 –
A.B., Trevecca Nazarene College; M.A., George Peabody College for Teachers, 1966.

Jerry Costa, Professor of Biology, 1957 –
A.B., Trevecca Nazarene College, 1954; M.A., George Peabody College for Teachers, 1957; Ed.S., George Peabody College for Teachers, 1970.

G. Gary Coulter, Assistant Professor of Speech, 1972 –
A.B., Northwest Nazarene College, 1966; M.A., University of Missouri at Kansas City, 1972; Additional graduate work, Western Kentucky State University.

John R. Cummings, Associate Professor of Chemistry, 1976–
A.B., Northwest Nazarene College, 1960; M.S., Oregon College of Education, 1964; Ph.D., Ohio State University, 1969.

John W. Dix, Professor of Biology, 1960–
A.B., Trevecca Nazarene College, 1949; M.A., George Peabody College for Teachers, 1950; Additional graduate study, George Peabody College for Teachers, The University of Tennessee (Medical Units, Memphis) and Tulane University.

H. Ray Dunning, Professor of Theology and Philosophy, 1964–
A.B., Trevecca Nazarene College, 1948; B.D., Nazarene Theological Seminary, 1951; M.A., Vanderbilt University, 1952; Ph.D., 1969.

Donna Wesley Farris, Assistant Librarian, 1972–
B.S., Trevecca Nazarene College, 1971; M.L.S., Indiana University, 1972

Larry L. Finger, Professor of English, 1965 –
A.B., Trevecca Nazarene College, 1957; M.A., Stetson University, 1960; Ed.S., George Peabody College for Teachers, 1968; Ph.D., 1972.

Phyllis Flannery, Assistant Dean of the College, Assistant Professor of English, 1970 –
A.B., Trevecca Nazarene College, 1964; M.A., George Peabody College for Teachers, 1971.

Mrs. Ann Fuqua, Associate Professor of Biology, 1969, 1971 –
B.S., George Peabody College for Teachers, 1955; M.A., 1968; Ed.S., 1969.

Fred G. Garlett, Assistant Professor of Music, 1975 –
B.M.E., Kansas State Teachers College, 1965; M.M., Kansas State Teachers College, 1969.

William O. Green, Associate Professor of Health and Physical Education, 1969 –
B.A., Colorado State College, 1960; M.A., 1964; Additional graduate work at Tennessee State University.

Jerry D. Hull, Dean of Student Services, Associate Professor of Sociology, 1970 –
B.A., Northwest Nazarene College, 1960; B.D., Nazarene Theological Seminary, 1963; M.S., University of Nebraska, 1970; M.S.S.W., University of Tennessee School of Social Work, 1975.

Pauletta H. Janaway, Assistant Professor of Art, 1969 –
B.A., University of Louisville, 1965; M.A., George Peabody College for Teachers, 1971.

James L. Jarrett, Assistant Professor of Music, 1971–
A.B., Olivet Nazarene College, 1965; M. Mus.Ed., University of Illinois, 1970.

C. Edwin LeJeune, Associate Professor of History, 1966 –
A.B., Trevecca Nazarene College, 1963; M.A., University of Cincinnati, 1964; Ed.D. Candidate, University of Cincinnati.

Richard Lewis, Associate Professor of Christian Education, 1972 –
A.B., Bethany Nazarene College, 1958; B.D., Nazarene Theological Seminary, 1961; M.R.E., Midwestern Baptist Seminary, 1969; G.S., R.E., Southern Baptist Theological Seminary, 1971; Ed.D. Candidate.

Deborah Lore, Assistant Professor of Physical Education, 1972 –
B.S., Trevecca Nazarene College, 1972; M.S., Middle Tennessee State University, 1974.

Barbara McClain, Associate Professor of Music, 1956 –
A.B., Olivet Nazarene College, 1951; B.Mus., 1954; M.Mus., University of Illinois, 1956; Additional graduate work, Case Western Reserve University.

Fred A. Mund, Associate Professor of Music, 1968 –
B.S., Olivet Nazarene College, 1962; M.S., Butler University, 1965; Ed.D. Candidate, Peabody College.

Rebecca A. Niece, Assistant Professor of Business Education, 1970 –
B.S., Trevecca Nazarene College, 1970; M.A., George Peabody College for Teachers, 1972.

Gerard A. Nyssen, Professor of Chemistry, 1969–
A.B., Olivet Nazarene College, 1965; Ph.D., Purdue University, 1970;

Post Doctoral Research, Oklahoma State University, Oak Ridge Laboratory, and Vanderbilt University.

G. Lewis Pennington, Director of Teacher Education, Professor of Education, 1959—
Th.B., Trevecca Nazarene College, 1948; A.B., 1950; M.A., George Peabody College for Teachers, 1952; Ed.D., University of Mississippi, 1960.

Adrienne Hollins Phillips, Associate Professor of English, 1949—
A.B., Trevecca Nazarene College, 1942; M.A., George Peabody College for Teachers, 1945.

Koy W. Phillips, Professor of Georgraphy and Archivist, 1941—
Th.B., Trevecca Nazarene College, 1939; B.S., Middle Tennessee State College, 1941; B.D., Nazarene Theological Seminary, 1949; M.S., George Peabody College for Teachers; Additional graduate work, University of Southern Mississippi.

James G. Quiggins, Assistant Professor of Communications, 1976—
B.A., Trevecca Nazarene College, 1971; M.S., Illinois State University, 1972; Ph.D. University of Kansas, 1976.

Thomas R. Rosebrough, Assistant Professor of Education, 1976 —
B.A., Ohio State University, 1969; M.A., Ohio State University, 1973; Ph.D. Ohio State University, 1976.

Gerald D. Skinner, Professor of Accounting, 1969 —
B.S., University of Omaha, 1965; M.S., University of Kansas, 1969; C.P.A., Virginia and Tennessee.

Kenneth B. Slifer, Professor of Psychology, 1970 —
A.B., Trevecca Nazarene College, 1950; B.D., Vanderbilt University, 1953; M.A., Austin Peay State University, 1965; Ed.D., Auburn University, 1973.

Alan Smith, Associate Professor of Physical Education and Recreation, 1972 —
B.A., Asbury College, 1964; M.A., George Washington University, 1966; Additional graduate study in Recreation at the University of Kentucky.

C. B. Smith, Professor of Mathematics, 1968 —
B.S., University of Florida, 1933; M.S., 1935; Ph.D., University of Wisconsin, 1939.

William J. Strickland, Dean of the College, Professor of Church History, 1962 —
A.B., Trevecca Nazarene College, 1957; M.Div., Nazarene Theological Seminary, 1960; Ph.D., Vanderbilt University, 1967.

Clifton M. Taylor, Professor of Mathematics, 1963 —
B.S., Murray State College, 1952; M.S., Vanderbilt University, 1953; Additional graduate study, Vanderbilt University.

John Teter, Assistant Professor of Business Administration, 1972 –
B.S., Trevecca Nazarene College, 1971; M.B.A., University of Tennessee – Nashville, 1974.

E. Ray Kohser Thrasher, Assistant Librarian in Technical Processes, 1965–
A.B., Trevecca Nazarene College, 1964; M.L.S., George Peabody College for Teachers, 1968.

Ralph F. Ungar, Professor of Microbiology, 1976–
B.A., Northwest Nazarene College, 1951; M.T., Montana School of Medical Technology, 1952; Ph.D., University of Oklahoma, 1972.

Elmore W. Vail, Associate Professor of Physical Education, Head Basketball Coach and Athletic Director, 1974–
A.B., Northwest Nazarene College, 1949; M.S., University of Idaho, 1950.

Earl E. Vastbinder, Director of Physician Associate Program, Professor of Allied Health, 1976 –
B.S., University of Dayton, 1957; M.D., Ohio State University, 1961; M.Sc., Ohio State University, 1967.

Johnny J. Wheelbarger, Director of Learning Resources, Professor of Education, 1971 –
A.B., Bethany Nazarene College, 1963; M.Ed., University of Virginia, 1967; Ed.D., University of Virginia, 1970; M.L.S., George Peabody College for Teachers, 1975.

Arthur W. Williams, Associate Professor of History, 1970–
A.B., Trevecca Nazarene College, 1959; B.D., Nazarene Theological Seminary, 1962; M.A.T., University of Louisville, 1970; D.A., Middle Tennessee State University, 1975.

Neil B. Wiseman, Associate Professor of Practical Theology and Chaplain of the College, 1971–
Th.B., Olivet Nazarene College, 1955; M.Div., Nazarene Theological Seminary, 1960; D.Min., Vanderbilt University, 1973.

## PART TIME FACULTY

Harvey Blaney, Professor of Religion, 1976–
A.B., Eastern Nazarene College, 1933; B.D., Yale, 1945; S.T.M., Harvard, 1955; Th.D., Boston University, 1960.

Paula Brown, Instructor in Home Economics, 1975–
B.S., Middle Tennessee State University, 1963; Graduate Student, Tennessee State University.

Hal Cauthron, Assistant Professor of New Testament Language and Literature, 1972–
B.A., Bethany Nazarene College, 1967; M.A., 1969; M.Div., Nazarene

Theological Seminary, 1972; Graduate student at Vanderbilt Divinity School.

Thomas Cloyd, Associate Professor of Missions, 1974—
B.S., Tennessee Polytechnic University, 1952; M.Th., Southern Methodist University, 1954; M.A., Scarritt College, 1961; Ph.D., University of New Mexico, 1972.

Maylou Cook, Instructor in Education, 1975—
A.B., Pasadena College, 1957; Graduate student, University of Northern Colorado.

Lucien Dale, Associate Professor of Business Law, 1968—
B.S., University of Tennessee, 1954; J.D., University of Tennessee Law School, 1956.

Vivian M. Felix, Instructor in English, 1976—
A.B., Olivet Nazarene College, 1966; Graduate student, Middle Tennessee State University.

Jack Jamison, Assistant Professor of Social Welfare, 1973—
B.A., Northwest Nazarene College, 1950; B.S., Eastern Oregon College of Education, 1953; M.S.W., University of Washington, 1959.

William E. Martindale, Professor of Chemistry, 1967—
A.B., Henderson State Teachers College, 1947; M.Sc., University of Alabama, 1957; Ph.D., University of Alabama, 1962. (Cooperative program with Belmont College.)

Edna McConnell, Assistant Professor of Journalism, 1975—
M.A., Sangamon State University, 1974.

Wade Powers, Associate Professor of Special Education, 1975—
A.B., Bethany Nazarene College, 1953; M.Ed., Middle Tennessee State University, 1968; Ed.S., George Peabody College for Teachers, 1969.

William T. Slonecker, Associate Professor of Health Education, 1962—
A.B., Trevecca Nazarene College, 1953; M.D., University of Tennessee, 1958; practicing physician in Nashville.

Carolyn Smith, Assistant Professor of Physical Education, 1972—
B.A., Asbury College, 1964; M.A., University of Kentucky, 1969.

D. Herman Spencer, Visiting Assistant Professor of Missions, 1946-52, 1976—
A.B., Trevecca Nazarene College, 1946; M.A., George Peabody College for Teachers, 1950; D.D., Trevecca Nazarene College, 1968.

Ann Thompson, Assistant Professor of Spanish, 1971—
B.A., University of Florida, 1964; M.A., University of Florida, 1966; Additional graduate work, University of San Marcus, Lima, Peru.

## EMERITI

Lyla T. Mackey, Associate Professor Emeritus of Library Science and Head Librarian Emeritus, 1938-1973.
A.B., Central State Teachers College, Oklahoma, 1934;
M.A., George Peabody College for Teachers, 1937.

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Sharon H. Vaught
Valerie G. Vos
Grace A. Walker
Ronda Wetsel
Daniel Whetstone
Charlene Hare Williams

## DEGREES AND HONORS CONFERRED – 1975

Acuff, Shirley Walker . . . . . Secretarial Administration
Adcock, Janet Patricia . . . . . Behavioral Science
Annis, Karen Vale . . . . . English
Archer, Brenda Jan . . . . . Elementary Education
Archer, Stephen Wayne . . . . . Chemistry
Bailey, Ammorelle Guielda . . . . . Elementary Education
Ballard, Sylvester . . . . . Religion
Beardslee, Betty Lansford . . . . . Behavioral Science
Berklund, Marcia L. . . . . Secretarial Administration
Berry, Rachel E. . . . . Medical Technology
Bickel, Joyce Elaine . . . . . History
Black, Ronald Jesse . . . . . Music Education
Bogie, Lana Gail Cecil . . . . . Music Education
Boone, Vickie Lynn . . . . . Church Music
Boonpalah, Prapin . . . . . Business Administration
Bowers, Samuel Ray . . . . . Religion
Box, Cynthia Jean . . . . . Behavioral Science
Braden, Susan Marie . . . . . Elementary Education
Bradshaw, Leonard H. . . . . Religion
Brinkman, Deitra Kay . . . . . Elementary Education
Brooks, Gerald E. . . . . Religion
Brower, Linda Page . . . . . English
Brown, Donald Lee . . . . . History
Brummett, Donald Joe . . . . . Religion
Buchanan, Paul D. . . . . Religion
Burke, Diane W. . . . . Elementary Education
Burky, Rose Marie . . . . . Business Administration
Carlson, Karen Louise . . . . . Executive Secretarial
Clark, Deborah Louise . . . . . Missions & Business Administration
Clark, Marilyn Ann . . . . . Elementary Education
Clarke, Hazel Ruth . . . . . Behavioral Science
Cline, Lester George . . . . . Business Administration
Conrad, Dennis L. . . . . Behavioral Science
Curnutte, Richard Allen . . . . . Social Science
Currie, Keith W. . . . . Music Education
Dalton, Ronnie Thomas . . . . . Religion
Dillard, Mary Frances . . . . . Executive Secretarial
Dillon, William R. II . . . . . History
Dodd, Terri Ann Donahay . . . . . Music Education
Dorsey, Russell . . . . . Missions
Downing, Deborah Ann . . . . . Music Education
Ellis, Linda Gail . . . . . Physical Education
Evans, John William Jr. . . . . Physical Education
Fannin, Meta Talie . . . . . Executive Secretarial
Ferguson, Timothy Keith . . . . . Psychology
Garcia, Cynthia Cuervo . . . . . Missions & Psychology
Garcia, Janice Cuervo . . . . . Psychology

Gibbs, Gayla Anderson . . . . . .Elementary Education
Godbey, Pleas Thomas . . . . . Physical Education
Graham, Benita Gail . . . . . .Elementary Education
Graham, Mark . . . . . .English-Speech
Graham, Michael . . . . . Music Education
Graves, Diane Nell . . . . . .Executive Secretarial
Grimm, Esther Louise . . . . . .Elementary Education
Hagemeier, Janet Kaye . . . . . Psychology
Hall, Carl Nelson, Jr. . . . . Multiple Church Ministries & Speech
Hambrick, Jimmy R. . . . . Business Administration
Harper, Robert Michael . . . . . Business Administration
Harris, Hayden John . . . . . Business Administration
Hayes, Connie . . . . . .English
Heatherly, Jerry W. . . . . Behavioral Science
Hilen, Daniel Lee . . . . . Physical Education
Hood, Ronald Lewis . . . . . Religion
Huff, James Frederick . . . . . .English-Speech
Ingram, William Bracken . . . . . .History
Jensen, Matthew Morgan . . . . . Music Performance
Jones, David L. . . . . .English
Kendall, Dale Edward . . . . . Music Education
Kindall, Gloria Jean . . . . . .Elementary Education
Kintner, Don Eugene . . . . . Behavioral Science
Knight, Donita Mullinax . . . . . .Elementary Education
Landis, Barry H. . . . . Communications
Landis, Larry E. . . . . Religion
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McLemore, Donna Marie . . . . . Behavioral Science & Physical Education
Miller, Katrina Juannell . . . . . .Elementary Education
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## SOURCES OF INFORMATION

The College welcomes visitors to the campus at any time. During the academic year the administrative offices are open between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday. The post office address is Nashville, Tennessee 37210. The College telephone number is area code 615, 244-6000.

Below are listed the offices to which inquiries of various types should be directed.

### THE PRESIDENT AND EXECUTIVE VICE-PRESIDENT

General matters concerning the College.

### THE DEAN OF THE COLLEGE

Academic program of the college and inquiries concerning faculty employment.

### THE DIRECTOR OF ADMISSIONS AND PUBLIC RELATIONS

Information about admission procedures, general public relations matters, and publications.

### THE DIRECTOR OF DEVELOPMENT

Information about gifts to the college and fund-raising.

### THE BUSINESS MANAGER

General business matters, plant and campus maintenance, central purchasing and bookstore.

### THE ADMINISTRATOR OF STUDENT FISCAL SERVICES

Information about scholarships, loans, financial aid, and student accounts.

### THE DIRECTOR OF STUDENT EMPLOYMENT

Information about employment opportunities on and off campus.

### THE REGISTRAR

All matters relating to academic records and registration.

### THE DIRECTOR OF TEACHER EDUCATION

All matters relating to programs to teacher education, teacher certification and teacher workshops.

### THE DEAN OF STUDENT SERVICES

Information regarding campus life, student organizations, intramural and intercollegiate athletics, and student services.

### THE DIRECTOR OF HOUSING

All matters regarding dorm and married student housing.

The College reserves the right to make changes in regulations, courses, fees, and matters of policy included in this publication as circumstances may dictate.

## CALENDAR – 1976-77

### FALL, 1976

| | | |
|---|---|---|
| Sept. 2-3 | (Thurs.-Fri.) | Faculty Workshop |
| Sept. 3 | (Fri.) | President's Dinner |
| Sept. 4 | (Sat.) | ACT Residual Tests |
| Sept. 6-8 | (Mon.-Wed.) | Freshman Orientation-Registration |
| Sept. 9 | (Thurs.) | Classes begin |
| Sept. 15 | (Wed.) | Last day to add classes and drop classes without a grade |
| Oct. 25-Nov. 3 | (Mon.-Wed.) | Class advising and academic registration for winter quarter |
| Nov. 3-4 | (Wed.-Thurs.) | Board of Trustees Meeting |
| Nov. 22-24 | (Mon.-Wed.) | Final Exams |
| Nov. 29-Dec. 3 | (Mon.-Fri.) | Interterm |
| Dec. 6-10 | (Mon.-Fri.) | Pastor's Leadership Conference |

### WINTER, 1977

| | | |
|---|---|---|
| Jan. 3 | (Mon.) | Winter Registration (New students and readmits) |
| Jan. 4 | (Tues.) | Classes begin |
| Jan. 10 | (Mon.) | Last day to add classes and drop classes without a grade |
| Jan. 19 | (Wed.) | Sophomore English Exam |
| Jan. 21-22 | (Fri.-Sat.) | Homecoming |
| Feb. 14-16 | (Mon.-Wed.) | Board of Trustees Meeting |
| Feb. 21-Mar. 2 | (Mon.-Wed.) | Class advising and academic registration for spring quarter |
| Mar. 14-16 | (Mon.-Wed.) | Final Exams |
| Mar. 17-22 | (Thurs.-Tue.) | Spring Break |

### SPRING, 1977

| | | |
|---|---|---|
| Mar. 23 | (Wed.) | Spring Registration (New students and readmits) |
| Mar. 24 | (Thurs.) | Classes begin |
| Mar. 30 | (Wed.) | Last day to add classes and drop classes without a grade |
| April 8 | (Fri.) | Good Friday – Classes dismissed at noon |
| April 13 | (Wed.) | Sophomore English Exam |
| May 2-11 | (Mon.-Wed.) | Class advising and academic registration for summer & fall |
| May 29 | (Sun.) | Baccalaureate (3:00 p.m.) |
| May 30 | (Mon.) | Commencement (10:00 a.m.) |
| May 31-June 2 | (Tues.-Thurs.) | Final Exams |

### SUMMER, 1977

| | | |
|---|---|---|
| June 8 | (Wed.) | Summer School Registration |
| June 9 | (Thurs.) | Classes begin |
| July 22 | (Fri.) | Final Exams |

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